

<b>Position title</b>	Equipment Maintenance Technician L1
<b>Reporting to</b>	
<b>Department/Section</b>	

### **Purpose of the position**

The Equipment Maintenance Technician L1 is responsible for daily equipment care, basic preventive maintenance, equipment 8S, simple alarm handling, issue recording, and escalation support for automated production lines. This role focuses on keeping equipment in stable operating condition, identifying abnormalities early, and escalating issues to L2/L3 teams according to defined SOPs.

### **Duties and Responsibilities**

- Perform daily and weekly equipment checklist according to SOP.
- Maintain equipment 8S, including cleaning, dust removal, and basic visual inspection.
- Confirm basic equipment conditions such as grounding wires, covers, sensors, safety doors, air pressure, cables, and connectors.
- Record equipment alarms, HMI screenshots, downtime time stamps, abnormal symptoms, photos, and videos.
- Perform simple reset, restart, and recovery actions based on approved SOP.
- Replace simple consumables and basic wear parts under instruction.
- Support L2 engineers during troubleshooting by preparing tools, collecting logs, and checking machine status.
- Escalate issues to L2 when the problem cannot be solved within defined response time.
- Maintain equipment log, PM record, abnormality report, and shift handover record.
- Follow EHS, machine safety, and workshop requirements.

### **Education and work experience**

- High school diploma, technical school diploma, associate degree, or equivalent technical background.
- 1+ year of experience in manufacturing, equipment maintenance, automation line support, or production technical support preferred.
- Basic understanding of mechanical, electrical, pneumatic, and sensor systems.
- Able to work in shifts, including night shift, weekend, or overtime when required.
- Able to follow SOP strictly and escalate issues instead of making unauthorized changes.
- Experience in electronics assembly, automation line, robotic cell, or precision manufacturing is preferred.

### **Skills**

- Equipment maintenance basic knowledge. Understand basic mechanical, electrical, pneumatic, and sensor components.
- HMI operation. Able to read basic HMI alarms and follow alarm handling instructions.
- Checklist execution. Able to follow daily/weekly PM checklist accurately.
- Safety awareness. Basic understanding of LOTO, E-stop, safety door, and machine guarding.
- Issue recording. Able to document issue symptoms clearly with time, alarm code, photos, and actions taken.
- Tool usage. Able to use basic hand tools and simple measuring tools.
- Communication. Able to escalate issues clearly to L2/L3 and shift leaders.

**Tools/ Software**

- HMI alarm list. Alarm check and basic issue identification.
- PM checklist. Daily / weekly preventive maintenance.
- Equipment log. Maintenance and abnormality record.
- Excel / SharePoint / PPT. Issue tracking and maintenance record.
- Basic hand tools. Simple adjustment and consumable replacement.
- Multimeter, basic measuring tools. Basic electrical or component check under instruction.
- EHS checklist. Safety control

**Working conditions**

- This role is primarily based in a fast-paced, high-volume manufacturing facility, requiring daily presence on the production floor to control product yield/quality.
- May require occasional weekend hours to support production deadlines, emergency repairs, or project implementations.