



MAINTENANCE TECHNICIAN I

Catalent-Middleton is a service provider for monoclonal antibodies and recombinant proteins in a mammalian cell culture system for biopharmaceutical applications. We are seeking a high caliber individual to add to our Facilities Department at our Middleton, WI location.

OBJECTIVE:

The maintenance technician is part of the facilities department. The facilities department includes maintenance, calibration, and validation activities. Responsibility for maintaining 24/7 coverage of the plant and equipment through on-call processes is the responsibility of the facilities department. This includes ensuring day-to-day activities necessary to maintain building and systems in an operational state that complies with regulatory requirements for biopharmaceutical manufacturing activities.

RESPONSIBILITIES:

The maintenance technician is responsible for the timely and cost effective maintenance activities of existing process equipment, facilities, and associated systems that are consistent with regulatory guidelines, company policy and safety requirements. Follow general instructions on routine work and detailed instructions of new work.

- Requires the use of basic math skills and the ability to use simple gauges
- Use of hand and power tools in performance of duties
- Works on assignments that are routine in nature where the employee can recognize the deviations from the normal accepted practice or operating conditions
- Execute and/or ensure that assigned PMs (Preventive Maintenance) under the GMP, development and research umbrella are completed per schedule as assigned by the Facility Manager
- Completion of maintenance request work orders
- Document maintenance activities that indicate the equipment is suitable for use in the manufacture, storage or distribution of products
- Follow all regulatory, company, and safety policies while executing facility activities
- Specify and order spare or replacement parts for equipment
- Equipment trouble shooting and diagnostic activities
- Execute limited calibrations as necessary
- Assist in validation activities for biopharmaceutical facilities
- Oversee contractors to ensure quality of work and adherence to safety guidelines
- Provide weekend and off hour facilities support to meet the needs of the business (on-call)
- Flexibility to work over-time as needed to meet the needs of the business
- Ability to work alone or in a team environment
- Utilize skills in time management, self-organization and the meeting of assigned deadlines
- Perform special duties as assigned by the Facilities manager

QUALIFICATIONS:

Knowledge/Skills Requirements: (List unique knowledge skills, or problem-solving requirements)

Technical or associate degree in maintenance or related field preferred. Course work or hands on experience in:

- Electrical
- Plumbing

- HVAC
- Refrigeration

Experience:

- Minimum of 3 years experience in a manufacturing facility, preferably in a cGMP related environment

Knowledge/Skills Requirements:

- HVAC experience including high pressure steam/boiler and hydronic systems
- Knowledge of high purity water systems
- Understanding of clean room technology and certification
- Analytical problem solving skills
- Ability to use personal computers and associated professional software
- Electrical/electronics repair/troubleshooting
- Knowledge of PLC programming and troubleshooting is desirable
- Knowledge of glassware washers, bioreactors, CIP cleaning systems and autoclaves
- Good communication skills with demonstrated ability to read, write, and speak clear English
- General facility repair, maintenance and up-keep

Physical Requirements:

- Ability to stand for up to 8 hours per day
- May be exposed to inclement weather or be required to work in environments or under conditions that require the use of protective gear and/or awareness of personal safety and safety of others
- Frequent sitting, standing, walking, climbing ladders/steps, reading of written documents and use of computer monitor screen, writing, talking, listening
- Occasional stooping, kneeling, crouching, bending, carrying, reaching with hands and arms
- Occasional lifting and/or moving up to 50 pounds, infrequently lift up to 80 pounds

Business Environment, working environment:

- Fast-paced
- Performance driven
- Customer focused
- Working individually or as part of a team

APPLICATION PROCESS:

Join an exciting organization! If you would like to apply for this position with Catalent-Middleton, please send your cover letter, resume, and salary requirements by mail or by email to:

Human Resources
Catalent-Middleton
PO Box 620160
Middleton, WI 53562
gala.hr@catalent.com

We offer a competitive salary and benefits package including comprehensive health, life and disability insurance, 401(k), vacation and holidays. We are an equal opportunity employer.