

## Penndel Hydraulic Sales & Service Co., Inc.

<b>Job Title:</b>	Hydraulic Mechanic/Counter Sales	<b>Job Category:</b>	
<b>Department/Group:</b>	SHOP	<b>Job Code/ Req#:</b>	
<b>Location:</b>	77 West Lincoln Hwy, Penndel, PA	<b>Travel Required:</b>	None
<b>Level/Salary Range:</b>	Commensurate upon experience	<b>Position Type:</b>	Full Time
<b>HR Contact:</b>	Shari Farley	<b>Date posted:</b>	December 21, 2021
<b>Will Train Applicant(s):</b>	Yes	<b>Posting Expires:</b>	January 15, 2022
<b>External posting URL:</b>	Penndelhydraulic.com		
<b>Internal posting URL:</b>			
<b>Applications Accepted By:</b>			
<b>FAX OR E-MAIL:</b> (215)757-2001 or <a href="mailto:penndelhydraulic@verizon.net">penndelhydraulic@verizon.net</a> Subject Line: Employment <b>Attention:</b> Shari Farley		<b>MAIL:</b> Shari Farley Penndel Hydraulic Sales & Service Co., Inc. 77 West Lincoln Highway Penndel, PA 19047	
<b>Job Description</b>			
<p><b>ROLE AND RESPONSIBILITIES</b></p> <p>This individual is expected to carry out tasks that will include, but are not limited to the service, repair and maintenance of Hydraulic component equipment. This individual will also be responsible for sales of hydraulic parts and hose assembly at our front counter.</p> <ul style="list-style-type: none"> <li>• Diagnose and Repair of Hydraulic Components including but not limited to cylinders, pumps, motors, valves and jacks</li> <li>• Fabrication of tubing, piping and hose assemblies using hand-held and bench mounted equipment</li> <li>• Ability to meet and greet customers with outgoing attitude and strong customer service skills</li> <li>• Complete point of sales transactions at front counter</li> <li>• Answering customer phone inquiries</li> <li>• Good project management skills</li> <li>• Resolving customer issues</li> </ul> <p><b>QUALIFICATIONS AND EDUCATION REQUIREMENTS</b></p> <ul style="list-style-type: none"> <li>• Ability to teach/train good practices to coworkers</li> <li>• Possesses strong interpersonal and verbal communication skills</li> <li>• Basic computer and math computation skills</li> <li>• Follow written and verbal instructions, including manufacturer's service and parts specifications</li> <li>• High school diploma/GED equivalent</li> </ul> <p><b>PREFERRED SKILLS</b></p>			

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Ability to read hydraulic schematics, troubleshoot and perform necessary repairs.

Welding, machining, drill press and hydraulic press experience.

Vocational Training in a related field a plus!

### **WORKING CONDITIONS, MENTAL AND PHYSICAL DEMANDS**

- Physical effort is required to perform hydraulic component repair and fabrication. Frequent stooping, bending, squatting, standing and kneeling are required to perform repairs.
- There is frequent exposure to chemical solvents and cleaners.
- Overtime, stand-by and/or on-call may be required.
- Routinely in contact with Manager for parts ordering, review work, receive direction and discuss customers' concerns and problems.

Reviewed By:	S. Farley	Date:	December 21, 2021
Approved By:	S. Farley	Date:	December 21, 2021
Last Updated By:	S. Farley	Date/Time:	12/21/2021