



OPEN

OPEN TO THE GENERAL PUBLIC

NOTE: Selection process is in accordance with Chapter 170, as amended.

Post Closes: Friday March 20, 2026

Job Title: Millwright/Trainee

Status: Regular Full Time

Supervisor: Maintenance Lead Worker

Rate: Minimum Wage \$19.00

SCOPE OF WORK:

Effectively and efficiently repair, dismantle, install machinery, and related equipment. Perform preventative maintenance throughout the entire operation.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

Must have the knowledge, skills, and ability to perform the following:

1. Perform needed maintenance according to work orders submitted on a nightly basis.
2. Routine preventive maintenance of all plant machinery and equipment.
3. Read prints and machine manuals.
4. Test run equipment after repairs are complete.
5. Adhere to lockout/tagout procedures.
6. Assist with cleanup as needed.
7. Perform other duties as assigned by supervisor.

WORKING CONDITIONS:

Works in extreme hot, cold, noisy, dusty work environment. Must be able to lift up to 75 lbs. Must wear all appropriate safety apparel and equipment and comply with all safety policies and practices of MTE.

QUALIFICATIONS:

Must possess a high school diploma or equivalency and a minimum of two (plus) years' experience in industrial and mechanical maintenance fields. Completion of some post high school technical training in millwright/maintenance is desirable. A welding certificate is preferred. Must have own basic hand tools to perform regular maintenance. Must possess good work ethic with excellent work attendance and be a team player.

APPLICATION PROCESS:

1. Completed application
2. Copy of Tribal enrollment
3. Copy of diploma or equivalent.
4. Honorable or general military discharge paperwork

Note: It is not the responsibility of MTE to notify you of incomplete applications.

www.mtewood.com

SUBMIT APPLICATIONS TO:

Mariah Grignon, Human Resource Generalist

Menominee Tribal Enterprises, PO Box 10, Neopit, WI 54150

Email: mariahr@mtewood.com

Fax: 715-756-1314

Call: 715-756-3353 if any questions.

*Applicant must successfully pass a pre-employment drug & alcohol screening and background check.