



JOB DESCRIPTION

JOB TITLE: Operator

FLSA STATUS: Non-exempt

SUPERVISOR'S TITLE: Production Supervisor

General Summary: Responsible for plant operations to ensure maximum quality and quantity in accordance with the company's operation objectives while maintaining a safe environment.

Essential Duties and Responsibilities:

- Read, understand and follow standard operating procedures for operation of plant and associated equipment.
- Operate laboratory equipment and make technical readings.
- Troubleshoot, anticipate and correct problems associated with plant operations.
- Review the distillation and evaporation process to ensure accuracy and the highest quality of product.
- Follow the Operations Objectives to reach the facility's performance objectives and overall goals.
- Maintain constant communication with Production Supervisor on various functions of the job.
- Communicate with the lab staff to anticipate or remedy any problems to ensure the highest quality and optimize the facility's efficiency.
- Communicate with the maintenance department to anticipate or fix problems in a timely manner which also includes preparing equipment for required maintenance and assisting as needed.
- Keep the facility clean and safe taking into account all local city, state and federal laws and regulations in all operations of the plant.
- Keep and record an accurate and timely log.
- Lock out tag out, confined space, and hot work permits as required.
- Operating heavy machinery and equipment to load trucks with co-products.
- Receiving of various inputs as needed.
- Completes required training and attends additional training/conferences as recommended by the company.
- Other duties as assigned.

Knowledge, Skills and Abilities: Computer literacy.

Education and Experience: No prior experience required. Prior production experience is helpful.

Physical Requirements: Must have ability to lift at least 60 pounds, must have the ability to climb ladders and work at heights of at least 30 feet and manage confined space entry. Duties may include shoveling of corn or other bulk materials and other duties involving strenuous

physical labor. Must have the ability to stand and walk for long periods of time. Must have ability to work a 12 hour rotation shift and be willing to work overtime.

Working Conditions: Work areas are exposed to all elements of weather, loud noise, and dusty conditions. Must be able to work safely with exposure to chemicals and while working with heavy moving machinery.

This job description in no way states or implies that these are the only duties to be performed by the employee incumbent in this position. Employee will be required to follow any other job-related instructions and to perform any other job-related duties requested by any person authorized to give instructions or assignments.

EOE

Schedule:

Week	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	Off	Off	Off	Off	5:45am-6pm	5:45am-6pm	5:45am-6pm
2	5:45am-6pm	5:45am-6pm	5:45am-6pm	5:45am-6pm	Off	Off	Off
3	Off	Off	Off	Off	5:45pm-6am	5:45pm-6am	5:45pm-6am
4	5:45pm-6am	5:45pm-6am	5:45pm-6am	5:45pm-6am	Off	Off	Off

Job Description Acknowledgement:

I have received, reviewed and fully understand the job description for Operator. I further understand that I am responsible for the satisfactory execution of the essential functions described therein, under any and all conditions as described.

Employee Name _____ Date _____

Employee Signature _____