

Job Description - Chemical Operator

Job Title: Chemical Operator
Department: Production
Reports to: Shift Supervisor

1. Summary:

This position is responsible for manufacturing biofuel products by monitoring production, quality, and equipment. The operator will be instrumental in ensuring that quality biofuel is produced safely, efficiently and in a timely basis, while maintaining a clean, safe, and well-kept work environment. This role must be knowledgeable of, and responsible for, complying with all health, safety, and environmental requirements to the highest standards under federal, state, and local laws. The operator also controls equipment, units and/or systems that process feedstock into biofuel with knowledge of and according to established company SOPs (Standard Operating Procedures). This position has knowledge of chemical reactions, laboratory test results, and correlation of process instrumentation. Finally, this position will support 'on call' as necessary 24 hours per day, every day of the year.

2. Essential Functions:

- Follows all safety guidelines regulated by OSHA or other regulatory agencies.
- Follows plant specifications to ascertain products, ingredients, and prescribed modifications of plant procedures.
- Uses precise instruments and specifications for materials, methods, procedures, and techniques to attain specified standards.
- Moves controls to regulate feed of liquids and gases through equipment in specified timing and sequence.
- Starts feed of materials through equipment units, such as heating vessels, mixing tanks, and dumps pre-weighed ingredients into tanks, or hoppers.
- Monitors inventory including containers, labels and other supplies; informs Shift Supervisor in writing of any concerns.
- Observes, and makes, recommendations on improving production efficiency at the plant.
- Assists Shift Supervisor with overseeing production, planning or scheduling as requested.
- Observes gauges, signals, and recording instruments. Turns valves and moves controls to regulate temperatures, pressures, flow of steam, coolant, and chemical constituents through system to effect prescribed reaction within critical limits, according to knowledge of equipment and process.
- Operates the computer system in control room, the production system, and lab equipment according to procedure and as directed.
- Adheres to and achieves exact levels of performance, using precision measuring instruments, tools, and machines to attain precise results.
- Sets up and adjusts indicating and controlling devices, such as gas analyzers, recording calorimeters, radiographic detecting and gauging instruments that facilitate simultaneous analysis and control of process conditions.
- Ability to safely operate powered industrial equipment.

- Performs quality control functions by visually inspecting and measuring all types of inventory, on a periodic basis.
- Looks for ways to continuously improve quality controls in all aspects of biodiesel operation.
- Draws samples of product at specified stages of synthesis and performs standardized tests to determine work is proceeding efficiently and in conformity with plant standards.
- Maintains an eye on color and/or consistency of product through sight glasses, and correlates observations with test results, laboratory analyses, and instrument readings to facilitate the regulation of processes and production of standardized product.
- Performs all types of general facility maintenance and housekeeping, including but not limited to, equipment inspection, repairs, adjustments and monitoring throughout the facility
- Monitors his/her area and inspects equipment for leaks and hazards.
- Prepares exact verbal and numerical records and generates system reports on a timely basis.
- Maintains log of gauge readings, shift production totals, and equipment malfunctions.
- Notifies Shift Supervisor regarding any problems, in writing, at the end of the shift to track and resolve issues.

3. Nonessential Functions: Assist with tasks as assigned by Management

4. Minimum Qualifications:

- Education Level: High School Diploma or G.E.D.
- Experience (years and *environment): 1 - 2 years
- Environment: Experience in a process plant environment, preferably in chemicals, biofuels or petrochemical production.

5. Success Factors - Knowledge, Skills & Abilities:

- Have experience with computerized plant and equipment controls and has an aptitude to learn company specific programs.
 - Knowledge of chemical reactions, laboratory test results, and correlation of process instrumentation.
 - Ability to operate powered industrial equipment.
 - Adhere to company standards of safety, neatness and cleanliness.
 - Has a working knowledge of feedstock and biodiesel processing, as well as BQ-9000 requirements.
 - Ability to communicate both orally and in writing.
 - Ability to work independently or as part of a team, and get along with coworkers without distracting them.
 - Ability to meet production deadlines safely and accurately.
 - Basic mechanical and electrical skills.
 - Ability to interpret a variety of instructions provided in written, oral, or in a diagrammatic manner.
 - Ability to troubleshoot and problem-solve under pressure/deadlines.
 - Ability to adapt to changing situations and handle competing demands with flexibility.
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- Thorough understanding of safety requirements, and able to respond to normal hazards and take appropriate action.
 - Understanding of EPA, DOT, OSHA, and other federal and state regulations commonly associated with biodiesel manufacturing.

HIGH-RISK/SAFETY-SENSITIVE OCCUPATION

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- Has valid/unexpired identification in accordance with form I-9 and a TWIC card.
- Ability to read, write and speak English.

6. Supervisory Responsibility: None

7. Physical Requirements:

- Continuously standing on concrete floor.
- Ability to distinguish colors.
- Frequent climbing, kneeling, stooping, pushing, pulling, and bending.
- Occasional sitting and use of computer.
- Occasional pushing, pulling, and/or reaching above the shoulders.
- Frequently carrying, lifting, and/or moving up to 50lbs. unassisted.
- Frequently carrying, lifting, and/or moving 100 to 250lbs. assisted.
- Ability to maneuver 600lbs with handcart or other device.
- Repetitive hand movements with a firm grasp with the right and/or left hand.
- Ability to work outdoors in various climates and possible harsh conditions.
- Ability to manage contact/exposure to chemicals ordinarily found in a biodiesel facility.
- Ability to tolerate extended periods of physical effort.
- Must pass pulmonary testing and remain clean shaven at all times to wear respirator when job requires of in case of emergency.

8. Safety Sensitivities:

- Ability to manage contact/exposure to chemicals ordinarily found in a biodiesel facility
- Responsible for operation of powered industrial equipment
- Responsible for operation of valves, piping and equipment controlling and regulating the flow of materials and chemical constituents throughout the production system to ensure efficient and safe production.