



## Job Description

<b>Job Title:</b>	Operations Technician
<b>Location:</b>	Rochelle, Illinois Plant
<b>Reports to:</b>	Operations Lead

<b>Level/Grade:</b>	<b>Type of Position:</b>	<b>Status:</b>
To be determined	<input checked="" type="checkbox"/> Full-time <input type="checkbox"/> Part-time <input type="checkbox"/> Contractor <input type="checkbox"/> Co-op/Intern	<input type="checkbox"/> Exempt <input checked="" type="checkbox"/> Nonexempt

<b>General Description:</b>	<p>The Operations Technician will be responsible for performing the manual tasks and overseeing the automated operations associated with the safe, reliable, efficient, and high throughput production of ethanol and co-products at the IRE dry-mill ethanol facility. A successful candidate for this position must possess a basic knowledge of process operations and equipment and a practical understanding of basic chemistry and biology principles. The Operations Technician will also be performing some supervisory duties when the need arises.</p>
<b>Work Schedule:</b>	<p>The plant will operate 24 hours/day, 7 days/week and nearly 365 days a year. To support continuous plant operations, the Operations Technician is currently expected to work 4 days on and 4 days off, 12-hour shifts, switching between day shift and night shift. This position requires extreme flexibility and provides occasional opportunities to work overtime hours on days off, special assignments, and alternate work schedules for a period of time. Due to the nature of this position, the schedule is subject to change with little warning and can be a rotating shift position.</p>
<b>Essential Duties:</b>	<ul style="list-style-type: none"> <li>➤ Required to work for Shift Supervisors, Process Operators and Shipping/Receiving Clerk when coverage is required. Cover for production employees when required, i.e. Vacation, sick, etc.</li> <li>➤ Must be able to perform the duties and responsibilities of a Process Operator Shipping/Receiving Clerk, basic duties and responsibilities of the Lab Technician Process Supervisors and Board Operators and assist Operators and Shift Supervisors as needed.</li> <li>➤ Train new Process Operators on operations procedures.</li> <li>➤ Patrol and observe work areas to ensure that processes outwardly appear to be operating normally in a safe, compliant and clean manner</li> <li>➤ Regulate or shut down equipment during emergency situations, as directed by supervisory personnel</li> <li>➤ Participate in plant maintenance program by performing routine preventative maintenance tasks as directed, report faulty equipment and interface with plant</li> </ul>

	<p>maintenance personnel to troubleshoot, facilitate repair, or replacement, and assist with process improvement activities in conjunction with plant maintenance staff</p> <ul style="list-style-type: none"> <li>➤ Play an active role in the plant housekeeping program</li> <li>➤ Actively participate in safety, health, and environmental programs</li> <li>➤ Other duties may be assigned as necessary</li> </ul>
<b>Work Environment:</b>	<ul style="list-style-type: none"> <li>➤ Exposure, within OSHA limits, to laboratory and process chemicals such as sulfuric acid and caustic and antibiotics such as Streptomycin and Penicillin</li> <li>➤ Work in all weather conditions: heat, cold, rain, snow</li> <li>➤ Work at ambient to elevated temperatures</li> <li>➤ Work near moving mechanical parts</li> <li>➤ Exposure, within OSHA limits, to high noise environments</li> </ul>
<b>Physical Requirements:</b>	<ul style="list-style-type: none"> <li>➤ Must be able to regularly lift up to 50#</li> <li>➤ Must be able to properly utilize personal protective equipment in order to safely handle laboratory and process chemicals and antibiotics</li> <li>➤ Must be able to climb ladders and stairs to work at heights up to 150 feet</li> </ul>
<b>Work Experience:</b>	<ul style="list-style-type: none"> <li>➤ Minimum of three years work experience in a structured team environment required</li> <li>➤ Minimum of one year of work experience in a process industry strongly preferred</li> <li>➤ Experience in a dry-mill ethanol refinery or with other fermentation and/or distillation processes in industry preferred and/or chemical or industrial process experience</li> <li>➤ Experience in a leadership role preferred</li> </ul>
<b>Education:</b>	<ul style="list-style-type: none"> <li>➤ High school diploma or GED required</li> <li>➤ Associates' or Bachelor's Degree /or trade school degree or certification(s) in a technical field preferred</li> </ul>
<b>Computer Skills:</b>	<ul style="list-style-type: none"> <li>➤ Must be capable of learning to effectively work with the computerized plant distributed control system (DCS)</li> <li>➤ Proficiency with Microsoft Office products is a plus (Word, Excel, Outlook)</li> </ul>
Prepared by:	General Manager
Reviewed by:	Human Resources
Approved by:	Human Resources
Revised Date:	May 3, 2010