



Job Description

Job Title:	Operations Technician
Location:	Rochelle, Illinois Plant
Reports to:	Operations Manager

Level/Grade:	Type of Position:	Status:
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

General Description:	<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 byproducts at the IRE dry-mill ethanol refinery. 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>
Work Schedule:	<p>This position requires extreme flexibility. Due to the nature of this position, the schedule is subject to change with little warning and can be a rotating shift position.</p>
Essential Duties:	<ul style="list-style-type: none"> ➤ 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. ➤ 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. ➤ Train new Process Operators on operations procedures. ➤ Patrol and observe work areas to ensure that processes outwardly appear to be operating normally in a safe and compliant manner ➤ Regulate or shut down equipment during emergency situations, as directed by supervisory personnel ➤ Participate in plant maintenance program by performing routine preventative maintenance tasks as directed, report faulty equipment and interface with plant maintenance personnel to troubleshoot, facilitate repair, or replacement, and assist with process improvement activities in conjunction with plant maintenance staff ➤ Play an active role in the plant housekeeping program

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