

SHIFT LEAD

QUALIFICATIONS

- Demonstrates proficiency with general computer skills.
- Prior Machinery and Mechanical experience considered beneficial.
- Ability to strictly adhere to Standard Operating Procedures (SOP's) and interpret Process & Instrumentation Diagrams (P&IDs).
- A strong commitment to safety awareness. Leads by example.
- Meticulous attention to detail and accurate record-keeping practices.
- Ability to manage and guide three Shift Operators
- Possess logical and strong problem-solving skills.
- Strong work ethic and reliable attendance record.
- Exceptional communication skills and ability to collaborate effectively within a team environment.
- Able to learn new skills and responsibilities.
- Accuracy in sampling and record keeping.
- Excellent housekeeping and sanitation habits.
- Good organizational skills.
- Desire and ability to mentor a team.
- Capacity to multi-task & manage time across various responsibilities.
- High School Diploma or GED certificate is required.
- Previous experience in grain handling or production.

DESCRIPTION OF DUTIES

- Learn, operate, and master all plant processes.
- Mentor and understand team capabilities to ensure optimal safety and performance.
- Monitor and operate Distributed Control system (DCS), adjusting in-process product streams
- Complete required documentation of bi-hourly entries. Recording levels, amps, product flows, temperatures, etc. Taking accurate notes on all processing stages.
- Control the plant equipment beginning with hammermills grinding corn and concluding with finished product ethanol loadout equipment including everything in between that encompasses all equipment needed to operate a fully functioning ethanol plant.
- Successfully obtain and maintain all required safety certifications.
- Maintains accurate and timely operational logs.
- Troubleshoot malfunctioning equipment. Report any findings to supervisor.
- Perform light maintenance duties as needed.
- Foster and maintain effective working relationships within the team.
- Keep control room clean and organized.
- Guarantee team compliance with all approved safety equipment protocols and ensure all activities are carried out safely.
- Directly responsible for product specifications made during assigned shifts including ethanol, corn oil, dried distillers' grains, and wet distillers' grains.
- Perform all duties as assigned by supervisor.

REPORTING TO THIS POSITION: Production operators

POSITION REPORTS TO: Production Manager

PHYSICAL DEMANDS AND WORK ENVIRONMENT

The physical demands and work environment characteristics described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodation may be made to enable individuals with disabilities to perform the essential functions.

- *Physical Demands:* While performing the duties of this job, the employee is required to walk; sit; use hands and fingers, to handle, or feel objects, tools, or controls; reach with hands and arms; balance; stoop; talk and hear. The employee must lift and/or move up to 50lbs. Specific vision abilities required by the job include close vision, color vision, distance vision, peripheral vision, depth perception, and the ability to adjust focus.
- *Work Environment:* While performing the duties of this job, the employee is exposed to weather conditions prevalent at the time. The noise level in the work environment is usually moderate. Some areas have been designated areas to use hearing protection. Hard hat, safety glasses, and leather gloves are required in designated areas.