

Job Description

Position Title:	Operator
Relationships:	
Reports To	Shift Coordinator / Assistant Shift Coordinator
Subordinate staff	
Other internal contacts	Plant Manager Maintenance Technician
Work Environment:	<ul style="list-style-type: none"> • Works within the Production facility • Works on the facility floor producing Biodiesel • Works in rotating shifts. Shift hours are established according to business requirements.
Summary of Responsibilities:	<ul style="list-style-type: none"> • Follows all directions from the Shift Coordinator and the Plant Manager in making planned quantities of Biodiesel.
Responsibilities:	<ul style="list-style-type: none"> • Handles all equipment supporting production and material handling. • Follows direction and plans to control processes as required for producing Biodiesel that meets specifications. • Conducts all production activities ensuring adherence to various governmental laws, codes, regulations, and insurance standards, as related to maintenance of equipment and facilities. • Requests necessary advice and direction for all activities to perform production duties. • Informs Shift Coordinator of any anomalies and process variations from norm for corrective actions and decisions. • Performs all tasks as directed by the Shift Coordinator ensuring proper production is accomplished meeting all quality standards and specifications. • Ensures that the production facility is kept clean and removes all necessary waste and garbage in proper containers to maintain a safe and quality work environment.
Job Specific Knowledge & Skills Required:	<ul style="list-style-type: none"> • Experience and or vocational training in performing production activities.
Management Skills Required:	
Special Skills:	<ul style="list-style-type: none"> • Ability to read and communicate in English • Ability to perform a variety of production related duties as required by the Shift Coordinator.
Skills required for	<ul style="list-style-type: none"> • Ability to use calculators and computers to perform computations and

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equipment Use:	analyses of data. <ul style="list-style-type: none"> • Ability to understand the use of production equipment and associated controllers. • Understand and be knowledgeable about the production process and associated controls required for producing consistent quality Biodiesel meeting specifications. • Ability to operate industrial equipment (fork lift, hi-lo, truck, etc.) • Demonstrated problem solving capability
Key Performance Metrics :	<ul style="list-style-type: none"> • Knowledge base of production functions. • Ability to respond to production activities with a positive attitude. • Ability to follow instructions and perform at expected levels. • Other measurements as may be set and agreed on by the Shift Coordinator.

Acknowledgement

I have reviewed and understand the above position guide and believe it to be accurate and complete. I also understand Global Alternative Fuels has the right to change this job description at any time. ***I understand, and am fully aware, that this job description does not constitute an employment contract or a guarantee of continued employment—even if I satisfactorily meet all performance measures. Further, I understand the Operator position is classified as a Non-Exempt (hourly) position.***

(Please Print and Sign Name.)

Print Name

Signature

Date