



As of July 21, 2020

Position: Operator 1

Position Overview

Operator 1 is an entry level manufacturing position within the production team. An Operator 1 shall be proficient in safely performing all production responsibilities (unassisted after training) according to established Standard Operating Procedures (SOPs) in any one of three production areas. The production lines include glycerin refining, specialty vegetable oil refining, and the continuous vegetable oil refinery. Proficiency is defined as completion of all documented training for that system and a working understanding of the process including potential for process improvements, utility requirements, troubleshooting, and minimum maintenance training. Continuous improvement is a primary focus of all AgCertain employees.

Responsibilities and Duties

- Operate safely and appropriately in all AgCertain situations and environments
- Be able to demonstrate a basic and continuously increasing understanding of the Glycerin, or Vegetable Oil, and Utility systems processing production areas, including formal testing and evaluation procedures.
- Apply process and equipment knowledge to troubleshoot deficiencies, reduce waste, improve production efficiency and improve product quality.
- Support training of new production team members.
- Follow all written procedures (SOPs) and work instructions that pertain to the respective area. These include but are not limited to the production of Glycerin/Oils, maintenance of equipment, proper record keeping, and cleaning or sanitation of equipment and production areas.
- Complete all required documentation accurately and in a timely manner.
- Perform routine lab analysis of in-process samples.
- Assist with writing and revising controlled documents such as SOPs, work instruction and associated forms.
- Comply with and have a thorough understanding of Occupational Safety policies and procedures within the plant.
- Have a thorough understanding of and be able to apply Good Manufacturing Practices and understand how they affect the production process.



- Perform sanitation duties in accordance with SOPs, Food Safety and GMP compliance.
- Create maintenance work order requests for equipment repairs, deficiencies or identified improvement opportunities.
- Participate in all company trainings.
- Support Logistics team when necessary receiving and shipping material, packaging product, etc.
- Be an active member in at least one organizational team (OSHA Safety, Spill Response, Food Safety, Engineering, etc.)
- Perform all other additional duties as assigned.

Qualifications

- Prior experience in a food processing plant, biodiesel, ethanol, or manufacturing facility preferred.
- Must be computer literate and have mechanical aptitude for operating and maintaining pumps, motors, valves, heat exchangers, heaters and other processing equipment.
- Must be able to work different shifts (including weekends and/or nights) and to respond to emergencies and after-hours communication as necessary.
- Must be able to operate heavy equipment (electric forklift, diesel telehandler forklift) once trained.
- Physical abilities to include ability to lift 75 lbs. (34 Kg), able to climb stairs and not affected by heights.
- A high school diploma or GED equivalent level certification with proven and reading, writing and mathematics skills
- Able to work on teams with frequently changing team members, able to communicate across varying platforms, and do so in a manner that facilitates excellent teamwork
- Able to work in widely varying weather and temperature conditions, whether winter or summer