

JOB DESCRIPTION



100% WOMAN OWNED

Job Title: Lube Plant Technician
Department: Operations
Reports To: Director of Railroad Lubricants

FLSA Status: Non-Exempt
Work Schedule: M-F; 7:00 AM – 3:30 PM
Revision Date: May 17, 2017

Summary

Responsible for the blending and transferring of oil products safely.

Duties and Responsibilities

- Blending and transferring of oil.
- Loading and unloading railcars and trailers.
- Moving trailers using a shag truck.
- Operating a shuttle wagon.
- Performing routine maintenance of equipment and facility.
- Inspecting inbound and outbound trailers and railcars.
- Entering information into database.
- Other duties as assigned.

Supervisory Responsibilities

This position has no supervisory responsibilities.

Competencies

To perform the job successfully, an individual should demonstrate the following competencies:

- High Attention to Detail
- Organization
- Reliable
- Teamwork
- Safety Oriented
- Initiative

Qualifications

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required.

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Education and/or Experience

- High School Diploma.
- 0-6 months experience preferred.
- An equivalent combination of education and experience sufficient to successfully perform the essential job duties and responsibilities.

Computer Skills

- Basic working knowledge of computer programs including Microsoft Word, Internet and database programs

Travel

- No travel is expected for this position.

Physical Demands

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

While performing the duties of this job, the employee is regularly required to stand; walk; sit; use hands to finger, handle, or feel; reach with hands and arms; climb or balance; stoop, kneel, crouch, or crawl; talk or hear and taste or smell. The employee must regularly lift and/or move up to 75 pounds.

Work Environment

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. The noise level in the work environment is usually moderate. This position works in a lube plant setting, with exposure to high temperatures on a regular basis. There is also some outdoor exposure during the workday.