

## **Rain CII Carbon LLC**

### **Job Description**

**Job Title:** Material Technician  
**Location:** Robinson  
**Employee's Name:**

**Reports To:** Plant Manager  
**FLSA Status:** Non-Exempt  
**Prepared Date:** 5/21/2015  
**Approved By:**

**Approved Date:** 5/21/2015

#### **GENERAL PURPOSE OF JOB**

Consists of two distinct different sets of duties: 2N and 3N. 2N personnel are responsible for utilizing mobile equipment to unload/transport incoming green coke and supplying green coke to the kilns. 3N personnel are primarily responsible for loading calcined coke into railcars for shipment. Material Technicians are responsible to perform their duties in a safe, environmentally responsibly/compliant, and efficient manner which includes the implementation of mobile equipment while operating and monitoring equipment used in the production of calcined petroleum coke.

#### **ESSENTIAL DUTIES AND RESPONSIBILITIES** include the following:

- Ensures they are performing their duties in a safe, environmentally responsible/compliant, and efficient manner while following the Control Board Operator's direction.
- Knows and understands the environmental permits and the requirements to operate within compliance of the permits.
- Operates mobile conveying equipment, (for example: pay loaders, bobcat, excavator, rail road switch engine, forklift, cherry picker, etc.)
- Loads, unloads, transports, inspects, and takes samples of petroleum coke from railcars and trucks.
- Records material condition, receiving, and shipping information.
- Gauges storage and product tank capacities.
- Coordinates loading and unloading of coke and provides production information and any needed assistance to appropriate personnel.
- Performs preventive maintenance checks of equipment and reports any problems via SAP (maintenance software)
- Performs minor maintenance work on their equipment.
- Maintains work area and equipment in a clean and orderly condition.
- Cross-trains with maintenance and works in maintenance department when assigned.
- Participates in the continuous improvement of product and plant processes and performs other duties as required.
- If selected/directed, performs additional Turnaround Duties.
- Performs additional duties/tasks as directed by leads/supervisors.

X \_\_\_\_\_  
Employee Signature/Date

X \_\_\_\_\_  
Hiring Manager Signature/Date

**JOB COMPLEXITY AND SCOPE**

Performs activities planned by others. Although most of the aspects of work are defined, parts are variable—with occasional unexpected tasks, problems, or processes. Participates in problem solving activities related to improving the production process and work environment.

**EDUCATION and/or EXPERIENCE**

High school diploma or general education degree (GED); or one to three months related experience and/or training; or equivalent combination of education and experience. Must have general computer abilities.

**LANGUAGE SKILLS**

Ability to read and interpret documents such as safety rules, operating and maintenance instructions, and procedure manuals. Ability to write routine reports and correspondence. Ability to present information to small groups.

**INTERPERSONAL COMMUNICATION**

Work requires resolving mutual problems and collaborating with others.

**MATHEMATICAL SKILLS**

Ability to add, subtract, multiply, and divide in all units of measure, using whole numbers, common fractions, and decimals. Ability to compute and/or understand rate, ratio, and percent and to interpret graphs.

**REASONING ABILITY**

Ability to solve practical problems using available tools, resources, etc. Ability to apply common sense understanding to carry out instructions furnished in written, oral, or diagram form.

**PHYSICAL DEMANDS**

While performing the duties of this job, the employee is regularly required to sit, use hands and/or fingers to handle or feel, reach above shoulder height, stoop, kneel, crouch or squat, twist, crawl, and climb ladders. The employee frequently is required to stand, walk, drive (forklifts, loaders, or other vehicles), and talk or hear. The employee is also required several times each week to climb and/or balance on flights of stairs of more than 25 steps. The employee is required to lift, push, or pull - up to 10 pounds regularly, up to 25 pounds frequently, and up to 50 pounds occasionally. Specific vision abilities required by this job include close vision, distance vision, peripheral vision, depth perception, and the ability to adjust focus. Hearing protection is often required. May be required to wear respiratory protection.

**WORK ENVIRONMENT**

While performing the duties of this job, the employee is occasionally exposed to working near moving mechanical parts, working in high and/or precarious places, extreme heat, periodic vibration, and outdoor weather conditions. The noise level in the work environment may require hearing protection.

This Job Description reflects the general level and nature of the Position. It is not intended to be all-inclusive.

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.

X \_\_\_\_\_  
Employee Signature/Date

X \_\_\_\_\_  
Hiring Manager Signature/Date