

12.2.4 Job Description

Introduction	The following are job assignments for employees who have similar potential for exposure and a general job description with approximate time spent in the process area.
Job Title(s)	Listed below are job descriptions for this facility.
Day OS	The Day OS will work a 12 hour day shift following either A/B or C/D shift. Their areas of responsibility will be limited to those areas and jobs, including rounds, which primarily need attention once a day, and can be accomplished on days. The Day OS will be expected to learn and carry out their specific job duties as outlined by "Job Duties of Day Operations Specialist". They will also be required to perform other task and help in other areas as directed by the Supervisor or Lead SOS
Train OS	The Train OS will be assigned to a shift and follow a 12 hour day/night rotation. Their areas of responsibilities include checking, operating, and maintaining all equipment, lines, valves, instruments, etc., in the process area they are responsible for. The Train OS will be expected to know and be able to perform all jobs duties of the day OS, and carry out these job duties on nights. They must also know and be able to perform all job duties as outlined in "Train OS Job Duties". They will also be required to perform other task and help in other areas as directed by the Supervisor or Lead SOS.
Vacation Relief	The primary job of the vacation relief is to provide coverage for other operators during their absence. When not covering a specific job in relief of another operator, the vacation relief's job duties will be as outlined in a job duties checklist.
Lead Sr. Specialist	The main purpose of the lead Sr. Specialist is to direct shift activities. The Lead Sr. Specialist will be required to perform their job duties as outlined in a job duties checklist..
Lab Specialist	The lab specialist job is very important to the quality control efforts. In order to achieve and maintain confidence in the quality of our product, their must be high levels of consistency. The lab specialist is responsible for job duties outlined in a job duties checklist.
Production Engineer	The incumbent demonstrates proficiency in the application of mechanical engineering principles as they relate to polymer handling equipment, rotating equipment, and material handling. The division of tasks will be approximately 70% projects, 10% plant support, 10% development and 10% safety. The division is subject to plant priority.
Sr. Quality Assurance Specialist	Under the supervision, direction, or general direction of the Quality Supervisor, the incumbent is responsible for the everyday analysis and communications of results for product form the plant loading facilities before shipment as well as sample gathering and analyzing for customer follow-up interactions. Additionally, the incumbent is responsible for the Industrial Hygiene activities for the plant.

**Sr. Process
Technologist**

This job is performed under limited guidance from the Production Supervisor. The incumbent provides the primary technical support for operations, and is directly responsible for plant and mechanical equipment reliability. Works closely with operations and technical staff to continuously improve plant safety, quality, and productivity.