

Southwest Iowa Renewable Energy, LLC

Position Description

Job Title: Material Handler
Department: Production
Supervisor: Grains Manager
FLSA Status: Full-Time, Non-Exempt

Summary

Responsible for timely and safe handling of ethanol and ethanol products. Assists in the movement of trucks and rails cars on the plant site to enable the plant to operate at maximum capacity. Ensure all tasks are completed in a safe and efficient manner according to approved training procedures and practices.

Essential Responsibilities and Duties

1. Wear personal protective equipment as assigned in all areas of the plant.
2. Complete all Rail Safety and Grains specific training requirements.
3. Safely operates the receiving and loading systems.
4. Unloads corn from trucks and rail cars, including weighing, sampling, and testing.
5. Loads ethanol and ethanol products into trucks and rail cars, including weighing, sampling, and testing, as required.
6. Safely moves rail cars on the plant site as necessary to facilitate effective receiving and shipping.
7. Assists with maintenance and repair of receiving and shipping equipment.
8. Maintains area of work according to supplied Housekeeping Lists.
9. Participates and complies in safety, health and environmental policies and procedures.
10. Trained and follows all city, county, state, and federal regulations relating to the shipping department.
11. Coordinates activities with-in and outside department.
12. Follows all guidance from the company's laboratory to ensure all ethanol products are Certified with COA prior to loading.

Qualifications

- Competent written and verbal skills
- Ability to perform basic computer tasks using email and spreadsheets
- Ability to handle multiple tasks
- Ability to work well with others and independently
- Exemplify the high standards necessary to accomplish the goals of the Company
- Valid driver's license and clear background check. Must be able to obtain MidAm security clearance.

Education and Experience

- High school diploma or equivalent GED recommended.
- Postsecondary education and/or a technical trade certification are encouraged.
- Experience working with machinery in an industrial environment or grain elevator preferred.
- Experience with the operation of front-end loaders, forklift trucks, and related material handling equipment preferred.

Physical Demands

- Ability to lift and/or move up to 50lbs.
- Ability to climb stairs and ladders.
- Ability to work in outside conditions and adverse weather.
- Walking, Standing, Sweeping

Working Environment

- While performing the duties of this job, the employee is regularly exposed to work near moving mechanical parts.
- The employee is regularly exposed to dusty conditions.
- The employee is regularly exposed to high noise environments.
- The employee is regularly exposed to outside weather in all conditions.
- The employee will regularly be exposed to chemicals used in the process.