

**Position Description**

Job Title: Superintendent, Power Plant

Work Location: Scotia, CA

Reports To: Mill Operations Manager

FLSA Status: Exempt

Approved By: Michael Richardson

Approved Date: 4-27-17

**Job Specific Information**

1. **Summary**

This position provides oversite and management of the biomass power plant to achieve the company’s goals and objectives, including but not limited to environmental compliance, profitability, safe operation, employee development and power generation.

1. **Duties and Responsibilities**

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

* Establish efficient operating procedures to maximize plant uptime and power generation.
  1. Review logs, datasheets or reports to endure adequate production levels and safe production environments or to identify abnormalities with production equipment or processes, including conducting field inspections
  2. Review documents for compliance with policies and regulations, implement requirements
  3. Create maintenance program and follow-up procedures
* Develop operator training programs including but not limited to
  1. Process and procedures for employees to achieve efficient completion of project work timely and in a safe manner
  2. Training and practicing emergency shut down and restart procedures; identifying all levels of communication and employee responsibility
* Create, review, and/or submit datasheets, reports or documents to Management confirming environmental compliance, production levels and safe working environments are maintained
  1. Test, maintain or direct repair or maintenance of machinery or equipment
  2. Identify abnormalities or potential issues with power production equipment and or processes, recommend or implement changes as appropriate
* Identify capital projects for operational improvement and management of projects
* Manage parts, supplies and material inventories
* Manage and monitor all communications systems, including mobile radios
* Develop and maintain biomass budget
* Maintain ability and knowledge to assist in all areas of biomass power plant operation and maintenance
* Represent and communicate with internal and external agencies in a courteous and professional manner

1. **Qualifications/Requirements**

* Bachelors’ degree in Business, Management, Engineering or similar preferred. High school diploma and a minimum of 5 years related experience in and/or training or equivalent combination of education and experience
* Working knowledge of Microsoft Office suite of applications
* Effective communication with employees, department managers and senior management
* Must maintain and carry a valid driver’s license and remain eligible and capable of operating company vehicles in accordance with company policy guidelines

1. **Physical Requirements**

* While performing the duties and responsibilities of this job, the employee is frequently required to sit, stand, type, view computer screen and walk
* The employee must occasionally lift and/or move up to 50 pounds
* Knowledge and ability to use and move a fully charged fire hose
* Must have the ability to or to learn to operate, Turbine and Boiler or heavy equipment, identify biomass products
* The power plant environment exposes workers to outside adverse weather conditions such as heat, wind, frost and rain. As well as regular exposure to dust, dirt, smoke, ash, fuel particles, and sparks
* Wear appropriate PPE including but not limited to safety compliant boots, eye protection, hearing protection, fire and fall protection

**V. Competencies**

**Teamwork -** balances team and individual responsibilities; supports everyone's efforts to succeed and contributes to a positive atmosphere of teamwork.

**Quality –** demonstrates accuracy and thoroughness; looks for ways to improve and promote quality.

**Quantity –** meets productivity standards; completes work in a timely manner; strives to increase productivity.

**Safety & Security –** observes safety and security procedures; determines appropriate action beyond guidelines; reports potentially unsafe conditions.