



Pin Oak Corpus Christi, LLC

Job Title: Operator	Reports To:
Department: Maintenance	Hourly/Salary:
Date Approved: 7/05/2018	Job Location: Corpus Christi

General Summary

The Operator performs manual labor tasks associated with many facets of the job site. Responsible for producing high quality work, safely and productively at all times, and providing feedback to ensure all materials, tools, equipment and information is available for the work. Looks for opportunities for improvement in all tasks, means and methods regarding the work, and is willing to learn from others. Must learn and understand all safety hazards related to the work and also learn to safely and effectively use or operate work related tools and equipment. Will be required to work in a plant operations or construction jobsite setting.

Essential Functions

- Sweeping, shoveling and general cleanup in any area and/or equipment
- Provide assistance to Mechanics, Maintenance, Operations and other departments as needed
- Clean tools, equipment, machinery and work area
- Landscape duties such as mowing, edging, and trimming
- General fence repair, installing bollards, painting and steam cleaning of facility
- Demo of equipment such as hotwell and desalter
- Clean, organize and daily maintenance of lay down yard
- Valve removal, and packing replacement
- Learn duties of other departments

Competencies, Education, Knowledge, Skills and Abilities

- Actively participate in on-the job training and mentoring opportunities with coworkers

- Must be able to demonstrate ability to follow directions, produce quality work, maintain safe working habits/conditions according to all Federal, State, and Company regulations and policies
- High School Education or GED equivalent
- Must have the ability to read, write and comprehend skills
- Required to have a TWIC card, or ability to receive one
- Ability to successfully pass all testing required at the Contractors Safety Council
- Must be able to work outdoors in all types of weather conditions
- The willingness to work as an individual, as well as part of a team or work group
- Self-starter, motivated and able to multi-task in a fast paced environment
- Have a safety-first mentality, and understanding of safety violations
- Ability to work day, night, weekend and/or overtime hours as needed
- Attendance, and being on time is critical

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. While performing the duties of this job, the employee is regularly required to talk or hear. The employee frequently is required to stand; walk; use hands to finger, handle or feel; and reach with hands and arms. The employee must be able to climb extended lengths of stairways and ladders, work in areas that have elevated heights, and lift, carry, push/pull 50 pounds or more.

AAP/EEO Statement

Pin Oak Corpus Christi, LLC provides equal employment opportunity to all individuals regardless of their race, color, creed, religion, gender, age, sexual orientation, national origin, disability, veteran status, or any other characteristic protected by state, federal, or local law.

Other Duties

Please note this job description is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required of the employee for this job. Duties, responsibilities and activities may change at any time with or without notice.

Job Description Acknowledgement

I have received, reviewed and fully understand the job description. I further understand that I am responsible for the satisfactory execution of the essential functions described therein, under any and all conditions as described.

Employee Name:

Date:

Employee Signature:

Date: