



1.0 DUTIES AND RESPONSIBILITIES

1. Conduct job duties in a safe and environmentally sound manner.
2. Maintain safety awareness through prompt implementation of safety and security related projects.
3. Ensure compliance with all Government Regulations. Maintain or improve safety, environmental compliance and security in all operations.
4. Identify and correct potential safety hazards, environmental issues and security problems.
5. Responsible for the overall coordination of plant operations including:
 - a. Improving safety and environmental compliance
 - b. Maintaining product quality
 - c. Reducing costs
 - d. Increasing capacity
 - e. Training and certification of all hourly employees
 - f. Technical support for customers
 - g. Improving plant operations and productivity.
 - h. Planning, scheduling and managing shutdowns.
 - i. Ensuring implementation & compliance of ISO Quality System.
 - j. Managing the review and updating of production related documents.
 - k. Managing payroll of applicable hourly employees
6. Oversee day to day operations of the plant. Develop tracking tools to measure performance utilizing:
 - a. Operating data including flows, temperatures, pressures, operator observations, etc.
 - b. Equipment files and literature
 - c. Outside tools
 - d. Suppliers, consultants and co-workers
7. Comply with operations budget and explain variances.
8. Interact with shipping, QC, marketing, logistics and customer service routinely to ensure customer needs are met.
9. Coordinate Operations employees including shift coverage, training, and relief schedules.
10. Plan, prepare, checkout, startup and operation of new equipment including procedures, control points and limits.
11. Provide weekend and after hours call duty as necessary.
12. Participate in on-going personal development and training in preparation for future increased responsibilities.
13. Participates in Management of Change and Process Hazard Review process. Ensures compliance with the Process Safety Management standard.
14. Understands supports and complies with all company policies and procedures.
15. Works closely with support groups to conceive, design, plan, develop and implement process improvements and capital projects.
16. Acts in accordance with limits approved by the Ownership
17. Supports and participates in the organization's Continual Improvement Program to comply with ISO 9001 and cGMP requirements by adhering to processes and procedures and working toward achievement of company objectives.

2.0 REQUIREMENTS



2.1 Education

- Bachelor's degree (Bachelor of Science Chemical Engineering preferred)

2.2 Experience

- Five to ten years' experience in chemical plant environment is preferred.
- Three to five years' team management experience.

2.3 Skills and Abilities Training and development needs will be reviewed annually and may include but not be limited to training in the following areas:

- Interpersonal Skills
- Team Leadership Skills
- Process Safety Management
- ISO 9000-2001 Quality System
- Six Sigma
- cGMP
- Distributive Process Control
- Continuous Improvement
- Management Training
- Technical Training
- Government Regulated Programs

3.0 PHYSICAL AND SAFETY REQUIREMENTS

- Squatting, sitting, bending, pushing, walking 8 hrs. per day
- Able to lift 50 lbs.
- Exposure to production environment.

4.0 OTHERS

- Attention to detail
- Self-starter
- Works with minimal supervision
- Innovative/creative
- Flexible/ adaptable

Location:

1880 Fairlawn Rd.

Tuscaloosa, AL 35401