



JOB DESCRIPTION

Shift Superintendent

Summary

This position supervises plant operations as directed by plant management

Principal Working Relationships

- Supervisor Campaign: Factory Manager
- Supervisor Inter-Campaign: Factory Maintenance Superintendent
- Others: Human Resources, Ag Personnel, Purchasing, Engineering, Maintenance and Operating Personnel, Contractors

Essential Job Duties

- The Shift Superintendent supervises plant operations, and associated systems involved (including water, waste, environmental, and chemical systems), in the following areas:
 - ▶ Beet Washing
 - ▶ Slicing and Diffusion
 - ▶ Pulp Pressing, Drying, Pelleting, and Storage
 - ▶ Juice Purification and Filtration
 - ▶ Lime Kiln
 - ▶ Steam Economy and Evaporation
 - ▶ Crystallization, Molasses Exhaustion, and MDS
 - ▶ Sugar Conditioning and Storage
- The Shift Superintendent supervises a crew, which operates the sugar plant. This individual is expected to lead, motivate, discipline, train, hire, communicate with others, and solve problems.
- During campaign, when on shift, the Shift Superintendent supervises all plant operations, including maintenance, plant-wide.
- During inter-campaign, the Shift Superintendent supervises maintenance, and assigned improvements and construction, on areas of the plant designated by the Maintenance Superintendent.
- Monitor and control the morale and discipline of personnel.
- Train personnel and assure they are knowledgeable and competent in their assigned jobs.
- Assure that all work areas are kept clean within the food safety, feed safety, and sanitation guidelines.
- Write and/or complete procedures, reports and paperwork as required. (Must be able to certify understanding of environmental requirements.)
- Develop the leadership, process and mechanical skills of self and others through training.
- Use people, time, equipment, and material in the most efficient manner.
- Report mechanical, electrical, instrumentation, environmental, food safety, feed safety, and operational problems, and unsafe conditions to management.
- Other duties as required by the business.
- Implement and require strict adherence to all company policies and all safety, food safety, feed safety, and sanitation rules and programs.

Qualifications

- Demonstrated technical and management expertise, gained through some combination of on-the-job experience and/or professional training, sufficient to excel at the Summary and Essential Job Duties listed above.
- Five years of process related experience required.
- Good understanding of plant maintenance and construction.
- Should be motivated, willing, enthusiastic, and promotable.
- Good attendance, safety, disciplinary, and overall employment records.
- Ability to communicate and work cohesively with others.
- Demonstrated leadership qualities, and planning/scheduling skills.
- Organized with excellent time management skills
- Ability to communicate effectively with employees at all levels

Physical Demands and Expectations

Lift
Bend
Walk
Climb stairs

Acknowledgement

I have reviewed this job description and am able to perform all duties required.

Print Name

Signature

Date