**PRODUCTION MANAGER**

**QUALIFICATIONS**

* Be able to assume overall responsibility for all areas of the plant
* Be able to develop and maintain a teamwork oriented plant
* Strong safety awareness
* Experience in managing projects and operating budgets
* Proven cost savings ability - Results orientated
* Initiative, pursuit of continuous learning, and ability to manage change Team oriented, ability to work with others
* Initiative, pursuit of continuous learning, and ability to manage change
* Ability to develop new policies/procedures and lead their implementation
* Demonstrated effective systematic problem solving skills
* Excellent oral and written communication skills
* Be able to listen effectively and foster a cooperative working environment
* Energetic, team oriented
* Able to handle multiple tasks
* Accuracy, honesty, integrity traits are important
* Self-Starter, proactive approach
* Excellent computer skills — proficiency in Word and Excel required
* Accuracy, honesty, integrity traits are important
* Strong leadership skills
* Self-motivated and hard working
* Ability to follow standard operating procedures
* Must be detail oriented
* Possess logical problem solving ability
* Strong work ethic
* Excellent housekeeping and sanitation habits
* Good organizational skills
* Knowledge of state and federal regulations re: environment, E.E.O., etc.
* 5-10 years managerial experience
* 5 year plus ethanol production experience
* Transportation/distribution related knowledge and experience

**DESCRIPTION OF DUTIES**

* Direct the plant to insure that manufacturing operations obtain the following results:
* Production of quality products, cost effectively, at volumes to meet market expectations
* Maintain operations to meet all governmental requirements
* Coordinate production efforts to be certain we meet our sales objectives
* Work to improve plant operations
* Help in the development of long range business objectives under the direction of the Plant Manager
* Research and order all chemicals to find the best fit for the company to help maintain a low cost per gallon of ethanol
* Perform related work as assigned
* Help manage the facilities and people to produce ethanol and other products as efficiently as possible while meeting all company and Government guidelines.
* Manage and promote ethanol plant and business unit programs and processes
* Meet all federal, local and company requirements
* Assist the business unit in creating and communicating superior value
* Quality-Manufacture products which conform to company and customer product requirements
* Assist in setting performance standards and managing costs
* Assist with resolving customer concerns
* Accountability in safety, quality assurance, security, EPA, cost control, facility upkeep and customer service
* Help to identify and correct cause for production deviation
* Implement production programs
* Train and develop people to have the opportunity to achieve their maximum potential
* Operating Efficiency-Manage the facility to within pre-approved budgeted cost and staffing guidelines
* Ensure implementation of health and safety requirements for all employees
* Review all incident reports/near misses and implement any corrective measures, if necessary, to eliminate hazards in the workplace
* Lead root cause analysis (RCA) efforts and pursue options for continuous improvement of production, logistics and customer service area systems
* Maintain/improve physical condition and appearance of facilities
* Optimize minimization of down time
* Communicate with and report to the Plant Manager regularly
* Carry out all directives from the Plant Manager
* Complete any and all tasks assigned by Plant Manager

**REPORTING TO THIS POSITION:** Water/Corn Oil, Utility, Lead Operators

**POSITION REPORTS TO:** Plant Manager

**PHYSICAL DEMANDS AND WORK ENVIRONMENT**

The physical demands and work environment characteristics described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.  Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

* *Physical Demands*: While performing the duties of this job, the employee is required to walk; sit; use hands and fingers, to handle, or feel objects, tools, or controls; reach with hands and arms; balance; stoop; talk and hear.  The employee must lift and/or move up to 50lbs.  Specific vision abilities required by the job include close vision, color vision, distance vision, peripheral vision, depth perception, and the ability to adjust focus.
* *Work Environment*:*W*hile performing the duties of this job, the employee is exposed to weather conditions prevalent at the time.  The noise level in the work environment is usually moderate.  Some areas have been designated areas to use hearing protection.  Hard hat, safety glasses, and leather gloves are required in designated areas.