

MID-MAINE WASTE ACTION CORPORATION

Job Title: Auxiliary Operator	Section: Operations
Reports To: Shift Supervisor	Revision Date: March 8, 2013

FUNCTION

Works as a roving plant operator to assist the Shift Supervisor in all phases of operations of a Waste-to-Energy Facility. Perform manual equipment operating and switching functions, monitoring local operating conditions of plant equipment such as boilers, turbine, auxiliary and electrical controls, conveyors, scrubbers, air cooled condenser and air purification systems. Upon qualification, may Step Up and fill in for Control Room Operator vacancies and absences.

DESCRIPTION:

Duties include, but are not limited to:

1. Assist operation of the refuse pit bridge cranes as needed.
2. Performs the necessary actions to operate process systems in accordance with operating procedures, local, state, and federal regulations, also in accordance with the Facility's permit.
3. Assist with manually starting and stopping equipment and turning of valves while bringing systems on or off line, as directed.
4. Generates work orders as needed.
5. Assist or perform electrical switching, as directed.
6. Checks plant equipment to assure proper operation, liquid levels, etc.
7. Assist in performing equipment repairs and preventative maintenance.
8. Takes readings from recording and indicating devices and logs maintenance records on round sheets and in the DCS.
9. Takes various system samples and performs analysis, as directed.
10. As directed, removes equipment from service and renders it safe. Tags equipment in accordance with the Plant Tagging Procedure.

11. Assist in maintaining plant cleanliness.
12. Operates the facility's rolling stock, including fork truck, skid steer, pickup truck, and roll off truck, or rental equipment as needed.
13. Makes fire/equipment rounds of plant, as directed.
14. Assist in coordinating operation and maintenance activities.
15. Assist in ensuring plant security.
16. Familiarize oneself with the responsibility for the Control Room/Crane Operator duties and responsibility for operation of the plant.
17. Maintains the requisite operator licenses.
18. Provides on-the-job training for personnel.
19. Ensures that the waste pit management system is implemented and maintained.
20. Performs other duties as required.

REQUIREMENTS

1. Speak, read, write, and understand English.
2. Possess a valid Class ~~C~~+Maine vehicle license. Operates the facility's rolling stock in a safe and efficient manner.
3. Ability to take, follow and give oral and written instructions.
4. Must be able to frequently climb ladders; enter confined spaces; climb to and work from elevated platforms, ladders and walkways at elevations of 75 feet and more; crawl through confined areas; work from manlifts; moderate to heavy lifting required. Ability to work outdoors in adverse weather conditions; climb vertical access ladders and stairwells; work in the plant in hot conditions; must be able to wear a respirator and use other personal protective equipment and other safety equipment as required.
5. Possess a complete knowledge of power plant equipment and systems and has attained and maintains a State of Maine Boiler Operator High Pressure License or higher. Attained and maintain a State of Maine 4th Class Stationary Steam Engineers License

within 2 years of hire into this position. Work towards a State of Maine 3rd Class Stationary Steam Engineers License.

6. Possess a general knowledge of first aid methods and procedures.
7. Possess required knowledge of Corporation policies and procedures.
8. Ability to effectively communicate with the public and staff.
9. High School diploma required, and 2 years of power plant, or equivalent, work experience.
10. Ability to demonstrate knowledge and skills commensurate with experience.
11. Rotating shift work.

STEP UP AND BREAK RELIEF REQUIREMENTS:

1. Must meet the Job Description Requirements of Auxiliary Operator in order to qualify to fill in for an Auxiliary Operator who is absent, and not on-site for part, or all of their shift.
2. Must meet the Job Description Requirements of Control Room Operator in order to qualify to Step Up and fill in for an Control Room Operator who is absent, and not on-site for part, or all of their shift.
3. Must have attained a State of Maine Boiler Operator High Pressure License and received plant specific Auxiliary Operator training in order to provide break relief for limited periods for an Auxiliary Operator who is on-site during such breaks and available to resume their duties as soon as called upon to do so.
4. Must have attained a State of Maine 4th Class Stationary Steam Engineers License and received plant specific Control Room Operator training in order to provide break relief for limited periods for a Control Room Operator who is on-site during such breaks and available to resume their duties as soon as called upon to do so.