



## United Wisconsin Grain Producers LLC (UWGP)

<b>Job Title:</b>	Production Manager	<b>Job Category:</b>	Plant Operations
<b>Location:</b>	Friesland Wisconsin	<b>Travel Required:</b>	Minimal
<b>Level/Salary Range:</b>	\$	<b>Position Type:</b>	Full-time
<b>HR Contact:</b>	Suzanne Wendt	<b>Date posted:</b>	May 23, 2019
<b>Position Reports To:</b>	CFO/GM	<b>Posting Expires:</b>	
<b>Applications Accepted By:</b>			
<b>Contact:</b> (920) 348-5016 or <a href="mailto:swendt@uwgp.com">swendt@uwgp.com</a> <b>Attention:</b> Suzanne Wendt, HR		<b>Mail:</b> Human Resources, United Wisconsin Grain Producers PO Box 247 Friesland, WI 53935	
<b>Job Description</b>			
<b>Job Purpose:</b> Manage all aspects of the ethanol plant production process, including plant operations personnel			
<b>Duties:</b> <ul style="list-style-type: none"> <li>• Oversee 24/7, 365 day plant production processes</li> <li>• Hire, train, oversee, discipline, and terminate plant production operators and schedule accordingly</li> <li>• Continue and encourage plant operator training for continuous education and improvement – primarily on-the-job training but also utilizing outside venues as needed and available</li> <li>• Ensure all plant production Standard Operating Procedures (SOPs) are up-to-date and being followed</li> <li>• Strive for maximum efficiency and minimum downtime in plant production processes</li> <li>• Communicate all production/process changes (trials of equip, process changes, input changes, and other optimization efforts)               <ul style="list-style-type: none"> <li>○ Review cause/effect - collaborate with QA Manager, Lab Manager, and Plant Engineer (and with Maintenance Manager when applicable) to arrive at conclusions/solutions – typically facilitated in weekly plant production meeting</li> </ul> </li> <li>• Develop date specific plant production volume/yield targets and coordinate efforts to reach them</li> <li>• Remain current and enforce compliance with all safety, environmental, and other regulatory compliance programs and procedures in plant operations. Use appropriate/required PPE.               <ul style="list-style-type: none"> <li>○ Assist with development and implementation of lockout / tagout and confined space procedures as required by Safety Manager</li> </ul> </li> <li>• Coordinate work efforts and facilitate communication between departments</li> <li>• Support and weigh-in to optimize water management (treatment) programs and requirements</li> <li>• Perform and/or schedule routine plant and plant equipment cleanings (CIPs)</li> <li>• Define, communicate and enforce production plant housekeeping standards and expectations</li> <li>• Work with Maintenance Manager to staff and manage plant shutdowns ... minimizing shutdown frequency and length</li> <li>• Remain current on latest available technology, identify plant bottlenecks, and research ways to overcome them</li> <li>• Work with Plant Engineer to implement and manage approved process improvements (capital projects)</li> </ul>			



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- Communicate with and report to CFO/General Manager regularly
- Complete any and all tasks assigned by the CFO/General Manager
- Report to UWGP investors and Board of Directors upon request

### Skills/Qualifications/Requirements:

- Must have intimate knowledge of all ethanol plant operations
- Industrial production/process plant management or supervision experience preferred
- Need to be hard working and self-motivated
- Must be able to climb ladders and steps, walk on hard surfaces for long periods of time, and lift up to 60 pounds
- Must be able to work at heights
- Must reside, or be willing to relocate to, within 30 miles of plant
- Must be willing and available to support 24/7, 365 day production plant operations as needed

Last Updated By:	Barb Bontrager	Date/Time:	May 23 2019
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