



## United Wisconsin Grain Producers LLC (UWGP)

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| <b>Job Title:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | Electrical & Instrumentation Technician | <b>Job Category:</b>                                                                                 | Maintenance      |
| <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>                                                                                  |                  |
| <b>Position Reports To:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | Maintenance Manager                     | <b>Posting Expires:</b>                                                                              |                  |
| <b>Applications Accepted By:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                                         |                                                                                                      |                  |
| <b>Fax or E-mail:</b><br>(920) 348-5009 or <a href="mailto:swendt@uwgp.com">swendt@uwgp.com</a><br><b>Attention:</b> Suzanne Wendt, HR Manager                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                         | <b>Mail:</b><br>Human Resources, United Wisconsin Grain Producers<br>PO Box 247, Friesland, WI 53935 |                  |
| <b>Job Description</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                                         |                                                                                                      |                  |
| <p><b>Job Purpose:</b> Responsible for troubleshooting, installation, and repair of electronic, instrumentation, electrical, and mechanical equipment. It is expected this person will spend an average of half of his/her time doing primarily electrical/instrumentation and the other half doing mechanical duties but this will vary greatly depending on needs and resources at specific times.</p> <p><b>Duties:</b></p> <ul style="list-style-type: none"> <li>• Troubleshooting equipment, processes, electrical, instrumentation and automation</li> <li>• Remove, install, rebuild, weld, torch, lubricate, inspect, clean, and maintain all equipment associated with the process and facility</li> <li>• Work and communicate with the maintenance and plant operations teams to accomplish all tasks in a timely and safe manner</li> <li>• Work closely with the Maintenance team to maintain the computerized maintenance management system (CMMS) for tracking work orders, spare parts, and maintenance history of plant equipment for Process Safety Management (PSM) and Mechanical Integrity System (MIS)</li> <li>• Discuss any problems with Maintenance Manager, and/or Maintenance Supervisor</li> <li>• Share and develop skills within the maintenance group to ensure team success</li> <li>• Learn the plant process for better understanding of how the equipment is operated, to enhance troubleshooting and how to improve efficiencies</li> <li>• Complete any and all tasks assigned by the Maintenance Manager and/or Maintenance Supervisor</li> </ul> <p><b>Skills/Qualifications/Requirements:</b></p> <ul style="list-style-type: none"> <li>• High School Diploma</li> <li>• Basic computer skill proficiency</li> <li>• Basic mechanical skills required</li> <li>• Strong problem solving and troubleshooting skills</li> <li>• Considerable experience in troubleshooting equipment</li> <li>• A strong knowledge of PLC's, AC drives, electrical, and control logic is required</li> <li>• Willing to be on a rotating call coverage for off hours, weekends, and holidays</li> <li>• Must be able to manage confined space entry, climb ladders and stairs, lift up to 75 pounds</li> <li>• Must be able to operate wheeled equipment, loaders, Bobcat loader, forklift, boom lift, platform lift, and personal carrier, in a safe and effective manner</li> <li>• Commitment to safety and procedures</li> <li>• Valid driver's license</li> <li>• Reside within a 30-mile radius of plant to respond timely for emergency and/or on-call maintenance</li> </ul> |                                         |                                                                                                      |                  |
| <b>Last Updated By:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | Barb Bontrager                          | <b>Date/Time:</b>                                                                                    | February 1, 2017 |