



**Title** Millwright

**Position Summary** Reporting to the Maintenance Manager or designate, the Millwright will maintain the plant processing equipment, troubleshoot operations, develop solutions, and clean tools and equipment for optimal production condition. The successful candidate will be responsible for providing overall mechanical support to our process facility and plant systems, always focused on continuous operations.

With your significant manufacturing knowledge and skilled trade competencies, the Millwright will support a diverse array of tasks, working with all departments while fostering a collaborative and helpful environment.

**Minimum Qualifications and Skills**

**Qualifications**

- Must have Grade 12 diploma.
- Hold an Industrial Mechanic/Millwright C of Q or be eligible to achieve C of Q within 1 year.
- Possess strong mechanical aptitude.
- Electrical experience
- Demonstrate an ability to successfully interact with all levels of the organization as well as the public.
- Demonstrate a proficiency of the English language in reading, writing, and speaking.
- Knowledge of a computer based production plant will be a definite asset.

**Skills**

- Demonstrated:
  - Ability to meet schedules and commitments with quality results.
  - Interest/knowledge of the chemical process with adherence to quality standards .
  - Focus and support of all Health, Safety, and Environmental procedures.
  - Strong attention to detail.
  - Strong organizational skills including the ability to plan prioritize and execute work assignments.
  - Excellent learning, analytical and problem-solving abilities.
  - High degree of self-confidence in own abilities.
  - Orientation towards continuous improvement and a strong sense of responsibility.
  - Excellent interpersonal skills.

**Core Competencies**

- Accountability/Dependability
- Adaptability
- Analytical Thinking
- Coaching/Mentoring
- Communication
- Compliance
- Continuous Improvement
- Creative/Innovative Thinking
- Critical Thinking
- Decision Making/Judgement
- Detail Oriented
- Development and Continuous Learning
- Energy & Stress Management
- Ethics/Integrity
- Equipment Operation
- Mathematical Reasoning
- Mechanical Reasoning
- Mediating/Negotiating
- Planning/Organizing
- Problem Solving
- Research/Analysis
- Resourcefulness
- Result Focus
- Risk Management
- Strategic Thinking

- Teamwork
- Time Management

## Responsibilities

- Install, maintain, test, and troubleshoot equipment.
- Modify existing equipment to improve plant efficiencies.
- Complete and respond to work orders assigned in the centralized maintenance management system.
- Assist Maintenance Manager and Maintenance Planner in planning annual shutdown requirements.
- Work with contractors, consultants, and vendors when onsite.
- Work closely with all departments to ensure continuous operations.
- Commit and engage in continual learning and self-improvement.
- Act a representative of the company when communicating with customers, contractors, and vendor,
- Form decisions with a common-sense approach that supports the best interest of IGPC,
- Perform other duties as delegated.

## Health & Safety Aspects

The successful candidate must comply with the health and safety rules defined in IGPC Ethanol's Employee Handbook. The candidate must comply with the provisions of the Occupational Health and Safety Act and use all equipment, protective devices and/or clothing required by IGPC Ethanol Inc.

Use of the following clothing and personal protective equipment is required:

- 100% Cotton or FR rated Clothing
- Long Sleeve Shirt
- IGPC approved safety work boot (CSA approved, steel toed, minimum 6" in height etc.)
- Hard hat (except in clearly defined office areas)
- Safety Glasses
- Hearing protection (where required)
- High visibility clothing (uniform/vest/coat)
- Respiratory protection (where required)
- Other PPE as required.

The successful candidate must fully participate in the training required to perform in the position. This includes, but is not limited to, worker health & safety awareness, forklift, aerial work platforms, confined space entry & rescue, first aid training etc. This position requires the candidate to be clean shaven to ensure a proper seal when wearing respiratory protection.

Candidate must be aware of vehicle traffic, such as fork-lifts, pay loaders, and tractor trailers.

## Mental and Physical Effort

- The position requires multi-tasking, strong attention to detail, and demonstration of organizational skills.
- The Millwright must be able to work independently and demonstrate a high level of professionalism at all times.
- The Millwright must be comfortable working at heights as tasks may include activities such as climbing stairs or ladders.
- Auditory distractions may include conversations between colleagues, phones ringing, alarms sounding, motors running, and other loud noises. Visual distractions may include movement of people, vehicles, or objects. Communication is essential so candidate will need to have effective verbal and written communication skills.
- Must be able to prioritize tasks/situations and recognize when to self-address or escalate to management.

## Benefits

- Medical, Dental and Vision package
- RPP match
- Paid time off
- No mandatory overtime
- Call in bonus for any unplanned support.
- Majority day shift

## **Working Conditions**

- Millwright will perform work in all areas of the plant as needed. This includes some outdoor activity as required in all weather conditions.
- From time to time will be contacted off-shift for availability to provide maintenance support. Office work and outdoor activities in areas with automated, noisy, and rotating machinery.
- From time to time, will be exposed to long work hours and potential non-standard shifts.
- Working in this environment requires the use of personal safety equipment as previously outlined.