

**Project/Reliability Engineer**  
**Port Edwards Plant - Job Description**

**Reports To:** Maintenance Manager

**General:** The following list of duties and responsibilities bring value to the company regarding this position. Other duties may be assigned from time to time.

**Major Duties Include:**

This position performs the scoping, cost estimation, and installation of capital projects. It helps refine the Preventive/Predictive Maintenance program and assist in identifying technology to improve the reliability of plant equipment

**Duties and Responsibilities Include:**

Safety, Health, and Environmental Compliance

- Demonstrates personal leadership in plant safety and environmental initiatives
- Ensures project compliance with construction, engineering, safety and environmental codes and regulations
- Support PHA action item resolution and maintain PHA documentation as it relates to the Maintenance/Engineering department
- Lead Safety/Process related incident investigations

Quality Compliance

- Act as the Food Safety Program Coordinator

Maintenance Reliability

- Identify and implement proactive, predictive and preventative maintenance programs
- Monitor equipment reliability to determine optimum life through PM's
- Utilize CMMS system to promote RCM best practices.
- Support use of Management of Change system for plant modifications
- Minimizing plant down time due to scheduling of assigned maintenance or capital project activities

Project / Process Engineering

- Plan and implement Capital and Maintenance Projects
- Specify equipment and materials for plant processes to ensure plant reliability
- Cost estimation for new projects
- Materials procurement and acceptance
- Installation oversight
- Knowledge of process improvements and process analysis to root cause
- Support maintenance in troubleshooting complex or repetitive problems to closure
- Evaluate alternatives for cost, process and operations improvements
- Maintain a current set of project documentation
- Project cost management

Effective/Efficient Communication

- Communicates, both verbally and written, with other work groups to inform them of work activities and gain input on projects.

Supervise the following:

- Oversight with external contractors and plant employees on new project installations to ensure safety standards and installation criteria are met

Education and Experience Requirements:

- Degree in Engineering – mechanical, chemical or electrical engineering degree preferred with continuous manufacturing process experience
- Lean, Six-Sigma (Continuous Improvement) experience
- Minimum 2-5 years of related experience

Additional Duties:

- Off hour On-call supervisor on a rotating schedule.
- Identify projects/ideas to improve the operation of the plant
- Fill for Maintenance Manager intermittently
- The employee will handle, label, and otherwise be responsible for the proper management of hazardous waste containers. The employee will receive both classroom and on-the-job training related to the proper management of hazardous wastes under the *Resource Conservation and Recovery Act (RCRA)* and Wisconsin hazardous waste regulations to ensure compliance with those regulations.

### **General Statement**

The above information on this description has been designed to indicate the general nature and level of work performed by employees with this classification. It is not designed to contain or be interpreted as a comprehensive inventory of all duties, responsibilities, and qualifications required of employees assigned to this job.

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### **Please Contact:**

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