



TEXAS LEHIGH CEMENT COMPANY

Buda, TX

JOB DESCRIPTION

Job Title: Control Room Operator

Department: Production

Job Type: Full-time; Hourly

Reports to: Production Supervisor

Summary: To control the overall operation of the Cement Plant, making sure to maintain safety, quality, and production within the corporate standards.

Education and Work Experience:

- Bachelor's degree (B. A.) from four-year college or university; or one to two years related experience and/or training; or equivalent combination of education and experience.

Required skills and qualifications:

- Identifies and resolves problems in a timely manner; Gathers and analyzes information skillfully; Works well in group problem solving situations.
- Responds promptly to customer needs; Meets commitments
- Remains open to others' ideas and tries new things.
- Listens and gets clarification; Responds well to questions; Participates in meetings.
- Contributes to building a positive team spirit; Able to build morale and group commitments to goals and objectives; Supports everyone's efforts to succeed.
- Conserves organizational resources.
- Promotes a harassment-free environment; Builds a diverse workforce.
- Treats people with respect; Keeps commitments; Inspires the trust of others; Works with integrity and ethically; Upholds organizational values.
- Follows policies and procedures; Completes administrative tasks correctly and on time; Supports organization's goals and values.

Major Duties/Responsibilities:

- Observe and adhere to Texas Lehigh Cement Company's safety, health, and environmental policies and procedures
- Responsible for kiln and mill process control during assigned shift.
- Ensure kiln and mill operation is in environmental compliance.
- Responsible for housekeeping in assigned areas.
- Monitor laboratory test results during shift and take corrective action as necessary to meet quality and quantity standards.
- Ensure kiln and mill operation is following MSHA and company safety standards.

- Support and maintain the plant safety program through day-to-day safety contacts with employees and department safety meetings, ensure assigned work areas are safe and safety requirements are observed.
- Ensure assigned area is in environmental compliance.
- Work to keep costs related to work in line with the plant budget and be alert for ways to reduce costs of operations, maintenance, and repairs.
- Ensure good housekeeping is maintained in assigned work areas.
- Will be required to work rotating shift.
- Ensure that quality and environmental ISO standards are met.
- walk arounds.

This list is not intended to be a complete list of duties and responsibilities. It is to be used as a guide to understand the expectations of the position. Duties, responsibilities, and tasks will be directed by the Production Supervisor and Manager as necessary to ensure the SAFETY of the workforce, reliability of the equipment and to control the associated costs. The above list is not inclusive and can change at the direction of the Production Supervisor and Manager.