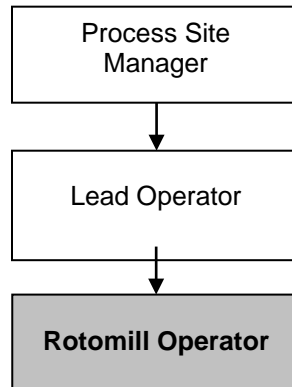


JOB DESCRIPTION

1. Position: **Trainee Rotomill Operator**

2. Reporting Relationships:



3. Job Purpose:

The Trainee Rotomill Operator is responsible for assisting the Lead Operator with the operation, inspection and maintenance of the Peterhead TCCRotomill process and dust plant. Duties include monitoring and operation of drill cuttings received from yard storage areas, reporting on equipment performance and ensuring that raw and recovered materials analysis is undertaken as required. The Trainee Rotomill Operator reports to the Lead Operator.

4. Key responsibilities:

4.1 Technical – Process/Equipment Monitoring and Operation

Drill Cuttings Monitoring and Operation:

- Managing the powder plant / Silo's
- Ensure that material received from yard storage areas is checked for retort and S.G analysis each time material is received into process feed hopper and results are reported on plant operations log CF190.
- Report any issues with analysed raw materials to the Lead Operator.
- Ensure process feed pump is monitored in accordance with work procedures to prevent blockages of feed pump bowl and feed pump which will cause unplanned down time of equipment.

Process Monitoring and Operation:

- Ensure that all required operational inspections are carried out as requested by the Lead Operator such as plant greasing, visual inspections of plant and equipment throughout operation and this is logged on plant operations log CF190.
- Monitor process through use of PLC control system and be able to respond to changes in parameters which may affect process or lead to shut down.
- Respond to alarm conditions to ensure continued safe operation of the process unit.
- Assist Lead Operator to perform pre start up checks before unit is started up.
- Assist with the start up of the unit in accordance with procedures.
- Assist with the shut down of the unit in accordance with procedures.
- Monitor recovered silo for emissions and initiate change of silo filter bags where necessary.



- Ensure that processed material analysis is undertaken as required, including undertaking analysis of samples where required, and evaluation of results to ensure compliance with environmental permits and/or identification of process issues.
- Advise reporting line of any issues with sample analysis and undertake corrective action as required.
- Work in a continuous 12 hour shift pattern consisting of a 10 day rota on both dayshift and nightshift with 5 days off in between.

Maintenance Tasks:

- Report requisition maintenance materials as required in accordance with company processes for ordering materials to Lead Operator.
- Undertake maintenance tasks as communicated by Lead Operator where required as per maintenance planning requirements.
- Contribute towards quality control of maintenance work.

Shut Down:

- During periods of when the unit has been shutdown, you may be required to assist with yard duties as and when required.

4.2 HSEQ responsibilities:

- Ensure where work is to be undertaken where no risk assessment is in place that communication takes place with Lead Operator to ensure a job safety analysis is in place for the task and all personnel are aware of the hazards.
- Liaise with the Lead Operator to ensure the permit to work system where applicable is in use.
- Stop any work which puts any member of personnel in danger.
- Report any breaches of the safety management system to Lead Operator.
- Report any accidents and incidents to Lead Operator and participate in investigation as required.
- Be familiar with and adhere to environmental permit requirements for the process unit and associated equipment and systems in conjunction with Lead Operator.

5.0 Key Objectives:

- Contribute to the machine operating (uptime) for at least 85% of the time (this figure includes planned maintenance).
- Contribute in processing a minimum of 1500 tons per month.
- Report incidents/accidents and near misses where these occur.
- Liaise with the Lead Operator to ensure the permit to work system where applicable is in use.
- Proactively identify ways of continually improving the machinery.
- Assist Lead Operator in implementing planned maintenance schedule.

This is not an exhaustive list of duties but it is expected that you will carry out all duties to assist the efficient and safe operation of the allocated tasks and the operation of the site.

This is to certify that I understand all that is expected of me in this job description

Signed:.....

Date:.....