

Mineral Development, LLC.

EIA – TECHNICIAN II

Reports to: Director, Maintenance & Reliability

Revision Date: April 2023

I. Basic Purpose of Position:

The EIA – II Technician provides general electrical, instrumentation, and automation services, including general mechanical asset replacement, repair, lubrication, and at times limited building and grounds maintenance. Further, the EIA – II Technician resolves the more complex questions and problems that arise in maintenance throughout the Complex. This employee must possess a mastery of all electrical services including but not limited to PLC, DCS, and VFD troubleshooting; telemetry and instrumentation setup and calibration; low and high voltage motors and power distribution maintenance.

II. Job Functions:

- A. As assigned by supervision, supports Maintenance and Operations staff and Contract personnel on specific jobs, work orders, and projects.
- B. As assigned by supervision, develops, and implements preventive and predictive maintenance/repair programs and procedures for specific areas and operations of the Complex.
- C. Maintains current knowledge of all applicable federal, state, and local Environmental, Health, and Safety laws and regulations, and ensures compliance.
- D. Acts as a source of direction and resource for the peer training and guidance of less experienced electricians.
- E. Safeguards facility assets and immediately reports assets found missing or in disrepair to supervision.
- F. Follows all safety instructions provided to him/her and uses all personal protective equipment assigned to prevent accidents.
- G. Develops and completes work orders and maintains documentation of service requests. Keeps daily logs on major components up to date.
- H. Loads, unloads and moves various materials and equipment as directed or as needed.
- I. Performs electrical maintenance – including repair, replacement, and inspection of motors, instruments, actuators, CCTV, transformers, substations, and other beneficiation plant and field equipment.
- J. Performs duties to ensure that all electrical and instrumentation maintenance is performed; replaces and repairs components and parts as needed, program monitoring systems, and troubleshoots errors.
- K. Collects Installs, troubleshoots, inspects, and repairs AC motors, AC/DC controls, conduit, and wire.
- L. Installs, programs, maintains and troubleshoots Allen Bradley Controllers.
- M. Installs, maintains and troubleshoots variable frequency drives. (VFD's)
- N. Tests, inspects, calibrates, installs, troubleshoots, and repairs analog and digital instrumentation and monitoring devices such as Level Indicators, Flow Meters, Scales, Density Gauges, Pressure Transducers, Thermocouples, and Motion Control equipment.
- O. Works with infrared, ultrasonic, and other applicable predictive technologies, and computer software tools to prevent, identify, diagnose, and repair faults in control logic or equipment and to improve operational performance and reliability.
- P. Assists with maintaining accurate storeroom, calibration, and historical records.

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- Q. Reads and uses all types of electrical schematic wiring diagrams.
- R. Safely operates various mobile equipment, including but not limited to, forklifts, man-lifts, line trucks, bucket trucks, motorized vehicles, and other equipment associated with a wide range of facility maintenance.
- S. Uses various pneumatic tools, hand tools, and electrical testing and diagnostic equipment required to disassemble and assemble various types of electrical equipment and instrumentation.
- T. Reads blueprints and drawings, interprets, and follows instructions and operating manuals.
- U. Performs housekeeping tasks as required.

III. Consulting Tasks:

- A. Consults with MDL senior management.
- B. Consults with peers and management staff from other MDL divisions.
- C. Consults with the staff of various vendors doing business with MDL regarding a broad spectrum of inquiries and concerns.
- D. Consults with the staff of various engineers, contractors, and other professional organizations doing business with MDL regarding a broad spectrum of inquiries and concerns.

IV. Supervises the Following Staff:

When directed by supervision, may supervise B - Electricians and contractors on specific jobs, work orders, and projects.

V. Required Knowledge, Skills, and Personal Qualifications:

- A. Good organizational skills, with special attention to detail.
- B. Ability to communicate effectively – both orally and in writing – as well as understand and follow oral and written instructions.
- C. Ability to work independently and in a collaborative environment.
- D. Ability to work under general direction and infrequent supervision, planning details of procedures and methods to attain definite objectives.
- E. Demonstrated skill in completing assignments accurately.
- F. Knowledge of standard tools, equipment, materials, and practices of trade areas assigned.
- G. Knowledge of occupation hazards and safety precautions of trades.
- H. Physically able to perform tasks as outlined.
- I. Makes decisions within broad limitations of policies and within accepted standards.
- J. Ability to establish and maintain effective working relationships with a variety of people.
- K. Knowledge and understanding of the organization, goals & objectives, and rules & procedures.
- L. Ability to operate a motor vehicle. Must possess (or obtain within 30 days of hire) and maintain a valid Florida Driver's License throughout the duration of employment.

VI. Experience:

A minimum of fifteen (15) years of related previous experience in an industrial maintenance electrician role is required. Ten (10) years or more of mineral processing experience is preferred.

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VII. Education:

A high school diploma or equivalent is required. Technical Degree in Electrical, Electronics Technology, Electro-Mechanical, or Automation/Engineering preferred.

VIII. Working Conditions:

- A. As essential personnel, will require responding to callouts, coming in on evenings, weekends, holidays, during emergencies, and other times as necessary.
- B. Travel to vendor locations may be required.
- C. Frequent exposure to several disagreeable elements or factors such as dirt, dust, noise, heat, cold, rain, oil, dampness, fumes, and chemicals.

IX. Physical/Ability Requirements:

In the performance of the essential elements of this Job, the following are required:

Sensory/Mental Requirements		
<input checked="" type="checkbox"/> Sight	<input checked="" type="checkbox"/> Smell	<input checked="" type="checkbox"/> Good long-term memory
<input checked="" type="checkbox"/> Hearing	<input checked="" type="checkbox"/> Taste	<input checked="" type="checkbox"/> Good short-term memory
<input checked="" type="checkbox"/> Touch		<input checked="" type="checkbox"/> Ability to concentrate for long periods of time

Ability Requirements:

Speak/Understand English ☐ Basic Level ☒ Professional Level
Reading English ☐ Basic Level ☒ Professional Level
Writing English ☐ Basic Level ☒ Intermediate Level

☒ Operate standard office equipment.

☒ Operate personnel computers/tablets and have basic knowledge of Windows-based programs.

In an eight-hour workday, an employee is required to:

Task	Number of Hours Per 8-Hour Workday							
Sit	<input checked="" type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4	<input type="checkbox"/> 5	<input type="checkbox"/> 6	<input type="checkbox"/> 7	<input type="checkbox"/> 8
Stand	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4	<input type="checkbox"/> 5	<input checked="" type="checkbox"/> 6	<input type="checkbox"/> 7	<input type="checkbox"/> 8
Walk	<input type="checkbox"/> 1	<input checked="" type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4	<input type="checkbox"/> 5	<input type="checkbox"/> 6	<input type="checkbox"/> 7	<input type="checkbox"/> 8
Drive	<input checked="" type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4	<input type="checkbox"/> 5	<input type="checkbox"/> 6	<input type="checkbox"/> 7	<input type="checkbox"/> 8
Kneeling	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input checked="" type="checkbox"/> 3	<input type="checkbox"/> 4	<input type="checkbox"/> 5	<input type="checkbox"/> 6	<input type="checkbox"/> 7	<input type="checkbox"/> 8
Read CRT	<input checked="" type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4	<input type="checkbox"/> 5	<input type="checkbox"/> 6	<input type="checkbox"/> 7	<input type="checkbox"/> 8
Lift 100 lbs.	<input checked="" type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4	<input type="checkbox"/> 5	<input type="checkbox"/> 6	<input type="checkbox"/> 7	<input type="checkbox"/> 8
Carry 100 lbs.	<input checked="" type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4	<input type="checkbox"/> 5	<input type="checkbox"/> 6	<input type="checkbox"/> 7	<input type="checkbox"/> 8

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Climbing	<input type="checkbox"/> 1	<input checked="" type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4	<input type="checkbox"/> 5	<input type="checkbox"/> 6	<input type="checkbox"/> 7	<input type="checkbox"/> 8
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On the job, employee is required to use their hands for repetitive actions such as:

	Simple Grasping	Firm Grasping	Fine Manipulation
Right	Yes	Yes	Yes
Left	Yes	Yes	Yes

Management has reviewed this job description to ensure that essential functions and basic duties have been included. It is not intended to be construed as an exhaustive list of all functions, responsibilities, skills, and abilities. Additional functions and requirements may be assigned by supervisors as deemed appropriate.

APPROVED BY:
MDL Human Resources

Michelle Allen
Manager, Human Resources

04/18/2023
Date