



 **BIOFUELS**
3939 N. Webb Rd.
Wichita, KS 67226
Ph: (316) 303-1380
poet.com

ABOUT POET Biofuels

POET Biofuels is a global leader in the energy and agricultural space. We started as a supplier of fuel ethanol, and have grown into a multi-commodity marketing and transportation company providing solutions in fuels, grains, and carbon dioxide markets. We are part of a network of engineering, management, marketing, and manufacturing companies that are dedicated to being good stewards of the Earth by converting renewable resources to energy and other valuable goods as effectively as humanly possible. As the largest supplier of ethanol in the world, we believe in the value and benefits of driving a renewable solution to global energy needs, and focus on creating a more sustainable path forward in all our related industries.

JOB SUMMARY

When we show up to work at POET Biofuels, it is our job to meet our customer's needs as efficiently as possible. The primary activities of this role are related to the business operations of POET Biofuels and its customers at the Buda, TX Terminal. This role requires discretion and independent judgment. This role will focus on our Bulk Liquid Terminals business segment. The full-time logistics role will report to the Buda Terminal Supervisor.

As a **Terminal Operator**, you will have the chance to work directly with some of our great suppliers, transport carriers and customers of our business.

THIS JOB MAY BE FOR YOU IF....

- You enjoy variation of daily responsibilities with the ability to prioritize well
- You have a minimum 2-5 years of experience in related field
- You have a solid ability to self-direct
- You have experience working with Microsoft Office products.
- You have the ability to work in a team environment with limited oversight
- You have high attention to detail and strong organizational skills
- You possess strong mechanical and electrical aptitude and ability
- You have the ability to operate/troubleshoot a computerize control system – PLC a plus
- Your communication and relational skills are strong
- You have a proven track-record of exhibiting good problem-solving skills and being dependable & self-motivated

In addition to the requirements above, the following skills are preferred:

- Experience in the petroleum, CO2 or ethanol industry.
- Experience in liquid bulk terminal industry.



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A TYPICAL DAY (if there is one)

- Communication with fuel transportation drivers, terminal personnel, vendors and customers
- Supervise the day-to-day operations of the terminal
- Perform maintenance activities, promote safe work habits and a safe work environment
- Ensure compliance with environmental standards and governmental regulations
- Maintain time, work orders, material, facility equipment and other records
- Troubleshoot, diagnose and repair equipment problems to minimize downtime and ensure proper operation
- Maintain vendor relationships
- Ensure proper inventory levels are maintained and truck rack operations are functioning properly
- Data entry and Reporting

WORK ENVIRONMENT -

- Culture is king at POET. We are all on the same team. We always communicate. We park our egos at the door. These aren't just slogans on our walls. It's part of who we are.
- We work hard. We play hard. We focus on a teamwork environment and everyone doing their part.
- We also expect that everyone will maintain a healthy work-life balance. It's the best way to optimize health, happiness and productivity over the long term.
- While performing duties of this job, the employee is regularly required to sit, stand and walk the premises.
- The employee must meet physical requirements including but not limited to walking, stooping, kneeling, crouching, crawling up and/down ladders and stairs, negotiating uneven surfaces, and occasionally lifting and/or moving up to 50 pounds.
- Employee will be required to work shifts, overtime, weekend and holidays as needed and required. Employee will respond to call outs as needed and perform work in all types of temperatures and weather conditions.

We are proud to be an Equal Opportunity Employer. If you want to learn more about us, please visit www.poet.com.