



Example of Process Technician Job Description

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Our growing company is hiring for a process technician. Please review the list of responsibilities and qualifications. While this is our ideal list, we will consider candidates that do not necessarily have all of the qualifications, but have sufficient experience and talent.

Responsibilities for process technician

- Protect and maintain company property , spares inventory, company computers, test equipment, tools
- Provide technical assistance to the Process Engineering, Process Development, and R&D groups
- Understanding and abiding by applicable government regulations, Transportation of Dangerous Goods and Workplace Hazardous Materials Information System
- Participating in safety programs, safety meetings and attending training sessions
- Surveillance of equipment such as heat exchangers, reboilers, fractionation towers, furnaces, compressors, pumps, treaters, generators, hot lime softeners, filters
- Operate SEM, light microscopes, deposition equipment, and metrology tools
- Actively involved in safety
- Problem-solving, investigating root causes of repetitive problems and implementing permanent corrective action
- Document process changes
- Responsible for proper setup, shutdown and startup of equipment

Qualifications for process technician

- Demonstrated high degree of mechanical & computer aptitude

- Experience troubleshooting and repair ability for assembly equipment and tooling
- Demonstrated ability to interface with machine and material vendors
- Experience writing operating procedures for manufacturing processes
- Experience troubleshooting process problems in a manufacturing environment