



Example of Process Technician Job Description

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Our growing company is looking 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

- Trains and coaches team on Transition Daily Management System (DMS)
- Works with Process Engineer and Team Leads to ensure that all Area, Line and Departmental metrics are achieved
- On-Shift Process Technicians develop and maintain Daily Management System expert level for related equipment and coaches and trains others on this equipment
- Fill in for Team Lead during their absence
- Monitor the execution of the production schedule performing mold and/or material changes as dictated by the schedule
- Verify paperwork for jobs is intact and inspections (at startup and in process) are complete
- Monitor and prepare support equipment as needed in the production area
- Assist engineers in developing, building, or testing prototypes/new products, processes, validations or procedures
- Inspect finished products for quality and adherence to specifications
- Monitor and adjust production processes or equipment for quality and productivity gains

Qualifications for process technician

- Willing and able to work in inclement weather, climb structures and perform work at heights

- Participation in a Process Operator training program
- Willing and able to work any shift required Monday through Sunday, and overtime and holidays when necessary
- Strong appreciation for EHS standards and practices with previous experience working in a COMAH regulated environment being a distinct advantage
- Formal qualification in a relevant discipline (NVQ Level 3, HNC, PPO etc) is essential and a minimum of 5 years' experience working in a chemical or process environment