



Effective: March, 2024

Job Description: Batch Plant Operator

Reports to: Plant Supervisor/Plant Manager

Job Summary:

The Batch Plant Operator will control and oversee the daily operations of the wet and dry cast concrete production processes.

Duties/Responsibilities:

- Efficiently operates batching equipment and concrete mixers to help maintain maximum production levels.
- Use batch control equipment to adjust the concrete batches to maintain high quality concrete.
- Visually monitor batch control board and screen to ensure the proper equipment and process functions for making concrete.
- Assist with and perform routine maintenance on concrete mixers that includes checking and replacing fluids, lubricating parts and cleaning equipment as needed.
- Possess a general knowledge of and the function of hydraulic and electrical components associated with batching equipment.
- Monitors and tracks the usage of cement and fly ash daily.
- Keep the batching equipment clean and in good operating condition.
- Receives delivery tickets for aggregates and cementitious materials for quality and accounting purposes.
- Works with plant supervision to help coordinate the delivery of concrete to the work departments within the plant.
- Summarize daily concrete batch data and usage from wet and dry batch processes to report material usage against products produced.
- Familiar with and the application of Lock Out Tag Out Procedures
- Diagnose and assist in troubleshooting when mixing/batching processes are interrupted.

Required Skills/Abilities:

- Good verbal and written communication skills.
- Ability to listen, understand, follow directions and work well in a team.
- Ability to work in a variety of roles.
- Familiar with and ability to use small hand tools.
- Routinely run forklift with up to 15,000 lb capacity
- Ability to operate overhead crane.

Supervisory Responsibilities:

- None.

Education and Experience:

- Previous concrete batch operation experience in redi-mix or precast industry preferred, but not required.
- High school diploma or equivalent preferred.
- Job specific training for this position is provided by department foreman, supervisor or current batch plant operator.

Physical Requirements:

- Prolonged periods standing and walking, using tools, and performing repetitive actions that entail frequent bending, stooping and lifting.
- Must be able to lift up to 50 pounds at times.
- Manual dexterity as needed to operate a variety of machinery and equipment.
- Must be able to work in a variety of weather conditions and tolerate exposure to typical noises and smells associated with the plant.
- Most production work is performed inside our main building, away from weather.