



## Position Description

<b>Job title</b>	<b>Commercial Demonstration Plant Manager</b>
<b>Reports to</b>	<b>CEO</b>
<b>Notes</b>	Full Time

Founded in October 2011 and headquartered in Edmonton, Canada, AdvEn Industries Inc. is a clean tech company that utilizes locally-abundant bitumen resources, develops and commercializes high performance materials and their derivatives for hi-tech applications.

Our mission is to build a fundamental “Material Technology” platform, converting hydrocarbon resources to non-combustion applications via superior performance, lower cost and cleaner environmental impact.

Our vision is 3C: to transform Carbon-rich residues/wastes into Carbon-based high-tech products using sustainable, low-Carbon manufacturing processes

### Job purpose:

Reporting directly to the CEO, as Plant Manager you will oversee all daily operations of the plant from production and manufacturing to ensuring policies and procedures are followed. You will be tasked with developing processes that will maximize stewardship, safety, quality and productivity.

### Duties and responsibilities:

- Communicate with engineers responsible for planning and design of production lines
- Identify and fabricate infrastructure to support safe and efficient operation of new equipment
  - Product handling, accessibility, instrumentation

- Develop a detailed maintenance program spreadsheet including inspection, lubrication and cleaning schedules.
- Identify and fabricate infrastructure to support safe and efficient operation of new equipment
- Product handling, accessibility
- Maintain process log-book
- Identify and suggest solutions to health and safety concerns
- Communicate effectively with plant staff while ensuring adherence to accepted health and safety regulations
- Schedule operators for shift work
- Identify, troubleshoot and make necessary modifications to production line equipment
- Develop and document Safe Work Procedures (SWP) for each task

### **Qualifications, Abilities, and Skills Required:**

- B.Sc/ M.Sc in Petroleum Engineering or Chemical Engineering (or related) preferred
- Minimum 5 years experience working in a production plant or other relevant work experience
- Strong and professional communication both verbal and written
- Strong mechanical inclination
- Able to troubleshoot independently
- Confident using various hand and power tools
- Ability and willingness to do physical and sometimes dirty work
- Positive attitude, confident and highly professional, willing to assist in other business areas as needed

### **Working conditions:**

- Production plant, heat, noise, dirt

### **Physical requirements:**

- Long periods standing
- Detailed work
- Some heavy lifting
- Stairs

### **Direct reports:**

- Up to 20 direct reports