



Job Title: Electro Mechanic
Department: Field Operations
FLSA Exemption Status: Hourly Non-Exempt

Summary of duties and responsibilities:

Maintain, troubleshoot and repair pipeline facility electrical and mechanical equipment with little direct supervision. Upgrade pipeline and facility equipment and support construction projects.

Essential duties and responsibilities: (Not all inclusive)

- Troubleshoot and repair pipeline facility components.
- Proactively manage preventative maintenance projects and repairs for the assigned area.
- Conduct and document DOT equipment inspections and meet all DOT requirements, including Operator Qualifications.
- Perform instrumentation and metering equipment calibrations.
- Adjust, calibrate and program electronic control systems.
- Calibrate, test and troubleshoot measurement flow computers.
- Assist with troubleshooting control circuits, instrumentation circuits, and programmable logic controllers.
- Apply equipment manuals and schematics during the troubleshooting, installation, start-up and design of new systems and equipment.
- Be proactive in maintaining replacement equipment and components.
- Maintain a high level of knowledge relating to new and current technology and equipment.
- Develop and manage individual work plans for multiple, concurrent maintenance projects.
- Implement company policies, standards, drawings, diagrams and construction specifications for the installation of new facilities and the repair or upgrade of existing facilities.
- Act as an inspector for primary skill projects and contracted field work.
- Make recommendations concerning the proper use and types of equipment for new projects.
- Maintain equipment records and furnish documentation per Company policy of work performed.
- Embrace and champion all safety policies and procedures according to Wolverine's safety program and or industry standards or requirements
- Ensures strict compliance to Safe Work Practices e.g. LPS, Work Permits and Work Procedures
- Respond to after hour emergency/troubleshooting calls
- Regular attendance

Education, prior work experience, and specialized skills and knowledge:

- A two-year associate's degree in a technical field (electrical or electronic) or equivalent education and at least 2 years of work experience is required.
- Electrical and Programmable Logic Controller (PLC) programming and pump and motor repair experience is preferred.
- Pipeline or other petroleum industry experience is preferred.
- Valid Driver's license with good driving record.
- Good computer skills
- Good communication (both oral and written) and interpersonal skills.
- Good analytical skills and good technical aptitude.
- Team player

Physical Environment/working conditions:

- Frequently works in a field environment
- Frequent physical labor
- Frequent sitting, climbing, standing, walking, kneeling, bending, stooping, crouching, or crawling
- Frequently walking on all outdoor terrains
- Frequently reaching for and gripping objects.
- Frequently lifting up to 40 lbs; Ability to occasionally lift, pull, and carry more than 40 lbs.
- Frequent reading and telephone use
- Frequent travel
- Frequently working indoors and outdoors in all weather conditions
- Frequent use of tools
- Ability to frequently perceive colors
- Ability to work in stressful conditions with the ability to adapt and respond in changing circumstances
- Occasional work at elevated heights
- Occasional respirator use

Other:

- FMCSA and PHMSA regulated role
- Respirator user
- Hearing conservation
- DOT commercial driver
- Emergency response responsibilities
- Access to proprietary information