



Pin Oak Group, LLC

Job Title: I & E Technician	Reports To: Maintenance Manager
Department: Maintenance	Hourly/Salary:
Date Approved: 4.30.19	Job Location: Corpus Christi

General Summary

The I & E Technician is responsible for the preventive maintenance, troubleshooting, and repair of all facility instrumentation, including control systems, Programmer Logic Controller, control valves, transmitters, electronic to pneumatic transducer, and routine instrumentation tasks such as pumping up transmitter reference tubing, zero/calibration, meter proving, and troubleshooting. Performs a variety of skilled, journey-level duties involved in the inspection, troubleshooting, diagnosis, maintenance, repair, and servicing of instrument components and control systems within the facility.

Essential Functions

- Attend scheduled safety meetings as required
- Troubleshoot instrumentation and/or control issues as needed
- Disconnect and/or reconnect control valve instrument air and wiring
- Assist operations employees in startup of new equipment
- Replace transmitters, switches, transducers and other electrical items as needed
- Research instrumentation operational methods and make recommendations for improved operational reliability related to operation and/or configuration of controllers
- Perform preventive maintenance
- Maintain mechanical integrity
- Available for callout in case of needed emergency repairs
- Proficient in the functions of, calibration of, and maintenance of all tank level monitoring devices
- Familiar with the functions of Programmable Logic Controller, Human Machine Interface, and other interfaces

Competencies, Education, Knowledge, Skills and Abilities

- Minimum of 5 years plus of industry experience, and/or certifications (journeyman certification preferred)
- High School Diploma / GED required
- Developed understanding of all facets of terminal instrumentation
- Must possess supervisory skills and be available to step up as Maintenance Supervisor when needed
- Must be able to work overtime on an as needed basis
- Must be able to read, write, and speak in the English language
- Must have a clean driving record and be able to be insurable on company vehicles

Physical Demands

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. While performing the duties of this job, the employee is regularly required to talk or hear. The employee frequently is required to stand; walk; use hands to finger, handle or feel; and reach with hands and arms.

AAP/EEO Statement

Pin Oak Group, LLC provides equal employment opportunity to all individuals regardless of their race, color, creed, religion, gender, age, sexual orientation, national origin, disability, veteran status, or any other characteristic protected by state, federal, or local law.

Other Duties

Please note this job description is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required of the employee for this job. Duties, responsibilities and activities may change at any time with or without notice.

Job Description Acknowledgement

I have received, reviewed and fully understand the job description. I further understand that I am responsible for the satisfactory execution of the essential functions described therein, under any and all conditions as described.

Employee Name:

Employee Signature:

Date: