

DOMINION TRANSMISSION, INC.

JOB DESCRIPTION

TITLE: Loader, Sr., Extraction Plant

CODE NO.: 00627

GRADE: 010

REPORTS TO: As Assigned

DATE: August 15, 2010

RESPONSIBILITIES:

Perform a variety of skilled and semi-skilled duties relative to the operation, repair and maintenance of loading equipment and facilities including the liquid products railroad and tank truck loading racks.

ASSIGNED DUTIES:

1. Perform a variety of skilled and semi-skilled duties in order to store and load the extraction plant's daily liquid products.
2. Conduct accurate measurements of liquid products and make out necessary forms for extraction plant office use for the accountability of the products.
3. Make minor repairs to equipment used in the performance of assigned duties, keeping equipment in safe and proper working condition.
4. Keep constant surveillance of customers' railroad cars and tank trucks for valid I.C.C. approved equipment. Inspect for leaking conditions on all customers' equipment.
5. Prepare records and reports as required, using PC/terminal with NGL/MIS or other software.
6. Train and direct other employees in the performance of assigned duties.
7. Perform other duties as required in other classifications.