



## Job Description

Job Title

Date

Winder

May 2023

Department/Business Unit

Supervisor

Field Services and Baseload Power Shop

Director of Field Services

Purpose of Job (how it contributes to department's objectives)

Complete field service work to meet Baseload Power's business objectives and fulfill customer's contractual requirements. Behaves as an ambassador of the company promoting a professional, responsible and customer-focused image. Follows company and industry safety practices to protect both life and property during all activities on and off the job site. Protects the legal and commercial interests of Baseload Power companies at all times.

Responsibilities (list five to eight major functions and accountabilities)

Interprets specifications and technical requirements.  
 Accurately read and record winding data from units being rewound.  
 Perform stator core loss testing and record accurately.  
 Work with winding random, mush, synchronous, and form coils.  
 Perform a battery of electrical tests.  
 Dip and bake stators as required.  
 Support customer personnel and subcontractor personnel and repair processes  
 Maintain photographic records and notes of services performed  
 Completes work reports, expense reports, timekeeping records accurately and submits timely  
 Reports competitor activities  
 Adheres to company policies and procedures 100% of the time.  
 Accessible and responsive. Maintains working phone and email, monitor communication regularly, reports problems immediately.  
 Reports to work as scheduled, good punctuality and attendance.  
 Understands and Implements safety plan 100% of the time including the use of PPE with no work related incidents or accidents.

Job Qualifications (list the minimum education, formal training, skills, experience required)

High school diploma or GED. High degree of technical competence. High level of self-sufficiency and resourcefulness. Successful completion of required safety training.  
 Clearance to work on job sites including refineries and power plants (TWIC card, drug screens, background checks, driving record)  
 Current Driver's License, Passport and ability to travel to foreign countries.





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I understand my responsibilities as described in this Job Description and that I may be given additional assignments not listed here. I reviewed and will follow the company's Operations and Procedures Manual.

\_\_\_\_\_  
Employee Printed Name

\_\_\_\_\_  
Employee Signature

\_\_\_\_\_  
Date

