

Job Description

Division/Department:	Technical Services	Job Title:	Lubrication Reliability Specialist
Location:	Corporate Offices, Tulsa, OK.	Reports to:	Director of Technical Services

Type of position: Full-time Part-time Contractor Intern FLSA Status: Exempt Non-exempt

GENERAL DESCRIPTION

Work is performed under the direction of the Director of Technical Services. The Technical Consultant is a full-time position whose primary responsibilities will be the delivery of public and onsite training, management of Lubrication Program Development (LPD) projects, performing general consulting activities, and making editorial contributions to Noria's award-winning magazine and annual conference.

The following job description outlines the scope of the job responsibilities of the position. The minimum knowledge, skills and competency requirements are listed below for the entire job classification. The functions of this position will be performed under minimal supervision.

Essential Functions:

- Provide public and on-site training in the areas of lubrication, oil analysis and contamination control.
- Serve as project manager in charge of a Lubrication Program Development (LPD) team.
- Serve as project manager in general consulting projects in the field of lubricants and lubrication.
- Write technical reports and present articles and papers for Noria's magazine and conference.
- Create intellectual property in the fields of lubrication, reliability, and tribology.
- Serve in a team for extended projects relating to the implementation and sustainability of lubrication programs.
- Willing to travel up to 75% to support ongoing projects.
- Maintain courteous and respectful interaction with clients.
- Participate in educational and marketing events.
- Other reporting as needed.
- Other duties as assigned.

KNOWLEDGE, SKILLS, ABILITIES AND ACTIVITIES

- Mechanical Aptitude – Ability to understand machines and processes to improve performance.
- Relationship Building / Management – Ability to work well with all types of people and foster meaningful relationships with clients and co-workers.
- Customer Focus — Knowledge of principles and processes for providing top tier customer service. This includes customer needs assessment, meeting quality standards for services, and evaluation of customer satisfaction.
- Reading Comprehension — Understanding written sentences and paragraphs in work related documents.
- Active Listening — Giving full attention to what other people are saying, taking time to understand the points being made, asking questions as appropriate, and not interrupting at inappropriate times.
- Speaking — Talking to others to convey information effectively.
- Writing — Communicating effectively in writing as appropriate for the needs of the audience.
- Critical Thinking — Using logic and reasoning to identify the strengths and weaknesses of

alternative solutions, conclusions or approaches to problems.

- Social Perceptiveness — Being aware of others' reactions and understanding why they react as they do.
- Time Management — Managing one's own time and the time of others.
- Complex Problem Solving — Identifying complex problems and reviewing related information to develop and evaluate options and implement solutions.
- Oral Comprehension — The ability to listen to and understand information and ideas presented through spoken words and sentences.
- Oral & Written Expression — The ability to communicate information and ideas in speaking so others will understand.
- Written Comprehension — The ability to read and understand information and ideas presented in writing.
- Speech Clarity — The ability to speak clearly so others can understand you.
- Deductive Reasoning — The ability to apply general rules to specific problems to produce answers that make sense.
- Speech Recognition — The ability to identify and understand the speech of another person.
- Inductive Reasoning — The ability to combine pieces of information to form general rules or conclusions (includes finding a relationship among seemingly unrelated events).
- Information Ordering — The ability to arrange things or actions in a certain order or pattern according to a specific rule or set of rules (e.g., patterns of numbers, letters, words, pictures, mathematical operations).
- Physical Demands – Can include but are not limited to the following: standing, walking, sitting, lifting/carrying/pushing/pulling (*up to 50lbs unassisted*), climbing stairs, stooping, kneeling, crouching, crawling, reaching, depth perception, and color vision.

PERFORMANCE BEHAVIOR REQUIREMENTS (COMPETENCIES)

The following list describes the performance behaviors necessary for this job:

- Integrity
- Dependability
- Cooperation
- Results driven
- Adaptability
- Innovation
- Attention to detail
- Initiative
- Self-control
- Analytical thinking
- Flexibility
- Professionalism

MINIMUM QUALIFICATIONS

- Bachelor's Degree in Mechanical Engineering, Engineering Technology, or related field or equivalent experience
- Significant experience with mechanical equipment.
- Significant experience with lubrication, oil analysis, tribology and/or contamination control.
- ICML Machinery Lubrication Technician (MLT) Level I and II and Machinery Lubricant Analyst Level II preferred (or ability to pass upon immediate hire).
- Certified Maintenance and Reliability Professional (CMRP) status is a plus, but not required.