

TANK FARM OPERATIONS · JD-EMK-16

Bulk Fuel Delivery Driver / Operator

JD NUMBER	JD-EMK-16
FLSA STATUS	Non-Exempt
EEO CATEGORY	Operatives
REPORTS TO	Senior Tank Farm Manager
LOCATION	Emmonak, AK
SUPERVISES	N/A
DEPARTMENT	Tank Farm

POSITION SUMMARY

The Bulk Fuel Delivery Driver / Operator performs the physical operations of fuel delivery to residential, commercial, and government customers in the Emmonak community and surrounding areas, operating Emmonak Corporation's tank trucks, fuel sleds, and bulk transfer equipment. This role is critical to community safety and warmth during the long Alaska winter season and operates under the supervision of the Senior Tank Farm Manager. The position requires strict adherence to hazmat handling procedures, meticulous record-keeping, and a strong commitment to community service in a remote environment.

ESSENTIAL DUTIES & RESPONSIBILITIES

- Operate tank trucks, fuel sleds, and pumping equipment to deliver heating fuel, gasoline, and aviation fuel to designated delivery points.
- Perform pre-trip and post-trip vehicle and equipment inspections; report maintenance needs to the Fleet Mechanic.
- Complete delivery tickets, manifest records, and hazmat shipping papers accurately for each delivery.
- Safely transfer bulk fuel from the tank farm to customer tanks, maintaining spill prevention procedures at all times.
- Monitor delivery tank levels and report low-stock situations to the Senior Tank Farm Manager for reorder planning.
- Assist with barge unloading operations during the annual summer/fall fuel delivery season.
- Support inventory physical counts and tank gauging activities as directed.
- Maintain cleanliness and operational readiness of all delivery equipment.
- Respond to after-hours emergency fuel delivery requests as authorized by the Senior Tank Farm Manager.
- Report any spills, equipment malfunctions, or safety incidents immediately per SPCC and corporate protocols.
- Follow all OSHA, EPA, and company safety procedures for handling Class I and Class II flammable liquids.

REQUIRED QUALIFICATIONS

- High school diploma or GED.
- Valid Alaska driver's license; CDL with hazmat endorsement required (or ability to obtain within 60 days of hire).
- Ability to safely operate heavy equipment in extreme weather conditions including snow, ice, and temperatures below -40°F.
- Physical ability to lift 75 lbs, climb ladders, and operate pumping equipment in cold-weather PPE.
- Willingness to live and work in Emmonak, AK — a remote community accessible by small aircraft only.

PREFERRED QUALIFICATIONS

- Alaska Native descent or prior residency in rural Alaska.
- Prior experience in petroleum fuel delivery or heavy equipment operation.
- HAZMAT Technician certification (OSHA 29 CFR 1910.120).
- Familiarity with fuel oil burner systems common in bush Alaska.
- Basic snowmobile and ATV operation experience.

POSITION FLEXIBILITY & GROWTH

This position description is not exhaustive. The employee is expected to perform other duties and responsibilities as required to support Emmonak Corporation's operations, its shareholders, and the communities it serves. Responsibilities and duties will evolve based on acquired skills, completed training, business needs, and opportunities identified by leadership. This position offers growth opportunities within Emmonak Corporation and the Emmonak Family of Companies for employees who demonstrate initiative, reliability, and continued professional development.

PRE-EMPLOYMENT SCREENING

Employment is contingent on the satisfactory completion of a pre-employment background check and drug screening. Continued employment is subject to periodic and reasonable-suspicion drug and alcohol testing in accordance with Emmonak Corporation policy and applicable federal contracting requirements (including DOT, FMCSA, and federal awarding-agency standards where applicable). Candidates must consent to these screenings as part of the application process.

PHYSICAL REQUIREMENTS & WORK ENVIRONMENT

Physical requirements	Highly physically demanding role. Must be able to lift and carry up to 75 lbs, work outdoors in extreme cold (-40°F and below), operate pumping equipment, climb vehicle ladders, and perform manual fuel connections in full cold-weather PPE and chemical-resistant gloves. Must be able to stand, walk, and kneel for extended periods on uneven and icy terrain.
Work environment	Emmonak, AK Tank Farm and delivery routes throughout the community. Outdoor work in all weather; winter temperatures regularly below -30°F. CDL Class B with HazMat required.

EQUAL OPPORTUNITY & ANC HIRING PREFERENCE

Emmonak Corporation is an Equal Opportunity Employer. All qualified applicants receive consideration for employment without regard to race, color, religion, sex, national origin, disability, veteran status, or any other characteristic protected by law. Pursuant to ANCSA Section 7(b) and corporation policy, Alaska Native and American Indian shareholders and their descendants receive hiring preference where permitted by law. Emmonak Corporation exercises shareholder hiring preference consistent with ANCSA Section 7(i) revenue-sharing obligations and applicable federal law. Alaska Native shareholders and lineal descendants of shareholders are encouraged to apply and receive preference in hiring decisions for comparable qualifications.

Emmonak Corporation is an Alaska Native–owned 8(a)–pursuit firm and a Buy Indian Act–qualified Indian Economic Enterprise. ANCSA shareholders and descendants receive lawful hiring preference in accordance with 43 U.S.C. § 1626(g).

EMPLOYEE ACKNOWLEDGMENT	SUPERVISOR APPROVAL
Signature	Signature
Printed name	Printed name
Date	Date