



POSITION DESCRIPTION

POSITION DETAILS			
Position Title:	Summer Intern – Assistant Draughtsperson	Date:	July 2025
Division (Country):	New Zealand	Approved By (Title):	Manager, Technical
Primary Location (Site):	Motunui	Reports To (Title):	Engineering Team Leader
Department:	Technical	Direct Reports:	Not Applicable

METHANEX NEW ZEALAND
<p>Methanex New Zealand Limited is the country's only methanol manufacturer in Taranaki and is a wholly owned subsidiary of Canadian-based Methanex Corporation. About 95 per cent of our product is exported to the Asia Pacific region, making the company a leading exporter for New Zealand.</p> <p>Methanol manufacturing is a three-stage process – Reforming, Compression/Conversion and Distillation. Methanol is everywhere – the paint on the walls, the polyester and nylon in carpets and furniture, plastics, silicone sealants all of these and more are derived from methanol.</p>

POSITION PURPOSE
Review asset database identifying incorrect operational status and make recommendations on changes required.

DUTIES AND RESPONSIBILITIES	
KEY ACCOUNTABILITIES AND RESULTS /DELIVERABLES	
<ul style="list-style-type: none"> Identify incorrect operational statuses which require reconciliation Perform field checks of equipment Compare findings against project files and drawings Tabulate finds and make recommendations on change 	

LEADERSHIP		
(The shaded box indicates which Leadership apply to the position)		
Coordinates	Supervises	Manages
Guides work of others who perform essentially the same work. May organize, set priorities, schedule and review work, but has little to no responsibility to hire, terminate, review performance or make pay decisions.	Supervises work of others, including planning, assigning and scheduling work, reviewing work and ensuring quality standards, training staff and overseeing their productivity. May offer recommendations for hiring, termination and pay adjustments, but does not have responsibility for making these decisions.	Supervises work of others, including planning, assigning, scheduling and reviewing work, ensuring quality standards. Is responsible for hiring, terminating, training and developing, reviewing performance and administering corrective action for staff.

METHANEX CORE COMPETENCIES		
(The shaded box indicates which Methanex Core Competencies apply to the position)		
Individual Contributor	Managers, Supervisors, or Senior Individual Contributors	Senior Manager or Leader
Decision Quality Peer Relationships Drive for Results Self-Development Customer Focus Cross-Cultural Sensitivity	Dealing with Ambiguity Organisational Agility Developing Direct Reports and Others Managerial Courage Planning Cross-Cultural Agility	Strategic Agility Building Effective Teams Managing Vision and Purpose Motivating Others Sizing up People Global Business Knowledge

VISION AND VALUES	
Methanex Vision and Values	<p>Contributes to the organisational vision of Global Methanol Leadership and as a team member demonstrates the core values of integrity, trust, respect, professionalism and teamwork</p> <p>Undertakes all aspects of the role through living the Methanex values</p> <p>Demonstrated through feedback from team and leaders</p>
Responsible Care	Conducts all business in a manner which supports the Responsible Care® ethic

HEALTH AND SAFETY BEHAVIOURS			
(The shaded box indicates which Health and Safety Behaviours apply to the position)			
Topic	Everyone	Supervisors	Managers
Standards	Follow rules	Deliver health and safety excellence	Set high standards
Communication	Speak up	Encourage the team	Communicate openly
Risk Management	Be mindful	Promote risk awareness	Confront risk
Involvement	Get involved	Involve the team	Involve the workforce

POSITION SPECIFIC COMPETENCIES
<ul style="list-style-type: none"> • Results driven and goal orientated • Well organised • Communicates well within own group and other departments • Excellent written and verbal communication skills • Particular attention to detail

KEY WORKING RELATIONSHIPS (Internal and External)
<ul style="list-style-type: none"> • Manager, Technical • Engineering Team Leader • Engineering teams • Operations teams

KNOWLEDGE, SKILLS AND EXPERIENCE
<ul style="list-style-type: none">• Completed 1st or 2nd year of an Engineering Degree• Competent computer skills

OTHER BACKGROUND INFORMATION
<ul style="list-style-type: none">• Available transport to Methanex site in Motunui required (public transport is not available)