



POSITION DESCRIPTION

| POSITION DETAILS | | | |
|---------------------------------|--|-----------------------------|-------------------------|
| Position Title: | Summer Intern – Assistant Instrument & Electrical Engineer | 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 |
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| <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 |
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| <p>To assist and provide support to the Instrument and Electrical team on valve datasheet improvements and motor protection relay replacement, utilising skills and knowledge obtained in current engineering degree studies.</p> |

| DUTIES AND RESPONSIBILITIES |
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| KEY ACCOUNTABILITIES AND RESULTS /DELIVERABLES |
| <p>Valve datasheet improvements:</p> <ul style="list-style-type: none"> • Accurately capture and update datasheets for control valves • Identify Orbit brand valves, valves in distillation plants 3 and 4, Port and Omata facilities requiring update • Identify which characteristics and attributes need to be updated and determine the correct updates • Submit marked-up datasheets for as-building and approval <p>Motor protection relay replacement:</p> <ul style="list-style-type: none"> • Address current issues with the Allen Bradley 835 motor protection relays which are obsolete and failing regularly to prevent current process of addressing these reactively, as they fail • Identify the different sub-models of Allen Bradley relays and the SEL brand equivalent • Determine current Allen Bradley settings and propose the SEL equivalent • Mark-up drawings and construction work packs and have them issued for construction |

| 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 | 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 Undertakes all aspects of the role through living the Methanex values Demonstrated through feedback from team and leaders |
| 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

- Particular attention to detail
- Ability to work with others
- Communicates well within own group and other departments
- Excellent written and verbal communication skills
- Well organised
- Results driven and goal orientated
- Self-motivated and comfortable to ask for help

KEY WORKING RELATIONSHIPS

(Internal and External)

- Manager, Technical
- Engineering team lead
- All members of the Technical Department
- Maintenance team
- Operations team

KNOWLEDGE, SKILLS AND EXPERIENCE

- Completed 2nd or 3rd year of Electrical, Electronic or Mechatronic Engineering degree
- Fundamental knowledge of instrument and electrical equipment
- Ability to read and interpret engineering drawings
- High level of computer literacy
- Intermediate level of Microsoft Office suite

OTHER BACKGROUND INFORMATION

- Available transport to Methanex site in Motunui