UTILITY SYSTEMS CONTROL SPECIALIST

DEFINITION

Under general supervision, is responsible for the management of all maintenance, repairs, technical and operational functions of the electrical and electronic equipment used in the water and wastewater for the Department of Water Resources; and performs related work as required.

EXPERIENCE AND TRAINING REQUIREMENTS:

An Associate degree from an accredited college or university in Electronics or a closely related field and three years full-time experience in the installation, repair, maintenance, and calibration of electronic equipment used in water and wastewater; OR an equivalent combination of technical education and experience.

LICENSE OR CERTIFICATE:

A valid driver's license is required at the time of appointment.

Narrowband serial radio certification required within one year of appointment.

SUPERVISION EXERCISED

Exercises no direct supervision, however, incumbent in this class may provide some direction and training for maintenance support staff.

EXAMPLES OF DUTIES (The following is used as a partial description and is not restrictive as to duties required.)

Operates, troubleshoots, maintains, diagnoses, analyzes and performs corrective steps to resolve problems with electronic sensor and equipment; attend to programming issues with control computers.

Respond to S.C.A.D.A. (Supervisory Controls and Data Acquisition) systems alarms, glitches, and failures.

Installs new and updated versions of software; coordinates installations of all new hardware and data communications equipment; maintains web-server for end-user to get data, screens and plant and system alarming.

Coordinates upgrades, expansion, shutdowns, and new installations to SCADA system; meets with engineering, consulting engineers, integrators, and software and hardware representatives.

Perform diagnosis, repair, or replacement of electronic components associated water and wastewater.

Work with outside vendors, suppliers and specialists for technical assistance, services and supplies.

Trains water and wastewater staff members on systems software and functions of system.

Maintains equipment and calibration history logs, work order requests, testing results; prepares a variety of reports as necessary.

Ensure that assigned personnel perform duties and responsibilities in a safe and prudent manner which does not expose them or others to unnecessary harm or risk of on-the-job injury.
JOB RELATED AND ESSENTIAL QUALIFICATIONS

Knowledge of:
Principles and practices of electronics

Principles and applications of electrical, electronic and computerized controllers and data acquisition devices used in water and wastewater.

Analog and digital electronic theory, terminology, and application in control systems and devices.

Programmable Logic Controllers (PLC) programming principles and applications.

Communication, instrumentation and control systems and related equipment

Occupational hazards and necessary safety precautions applicable to maintenance and repair of water and wastewater equipment.

Ability to:
Read and interpret diagnostic test results.

Use a variety of test instruments and power, hydraulic or hand tools.

Respond quickly to critical situations.

Maintain accurate records.

Interpret and apply regulations, policies, and procedures.

Analyze information/situations, project consequences of proposed actions, formulate alternative solutions and make appropriate responses or recommendations.

Work autonomously with minimal direction and supervision, and keeps supervisor informed of status on projects.

Plan, prioritize, organize and execute work.

Use sound judgment and decision making.

Communicate effectively both orally and in writing.

Maintain effective working relationships with outside vendors, division staff, citizens, and representatives of other departments.

Other Requirements:
Essential duties require the following physical skills and work environment.

Ability to sit for extended periods. Ability to work overtime and be on stand-by as needed. Ability to frequently stand, walk, stoop, and kneel. Ability to lift and move objects weighing up to 80 lbs. Ability to use office equipment including computers, copiers, telephone, and FAX. Ability to work under conditions involving exposure to electrical energy, noise, dust, grease, and chemicals. Ability to work around machinery with moving parts. Ability to work outside in various types of weather and in an office environment. Ability to drive to various water sites when necessary.

This class specification is used for classification, recruitment and examination purposes. It is not to be considered a substitute for work performance standards.