

Sunnyslope County Water District
**Plant Maintenance Electrician/
Instrumentation Technician**
Job Description

DEFINITION

Performs duties under general supervision of the Water/Wastewater Superintendent and/or the Operation and Maintenance Crew Chief. Performs the design, installation, maintenance and repair of electrical, and process control systems and equipment, including motor control centers, variable frequency drives, process instrumentation, computer hardware, SCADA systems, and other equipment employed in the operation of the water and wastewater treatment plants and pumping stations. Coordinate and assist training of assigned treatment and maintenance staff in the operation and maintenance equipment and control systems. Prepares variety of water reports for regulatory agencies and in-house reporting requirements. Perform related duties and responsibilities as assigned including work with Water/Wastewater Utility Maintenance staff on water distribution and wastewater collection system tasks.

ESSENTIAL FUNCTIONS

Performs trouble shooting, diagnostic and repair work on electrical, instrumentation, pumps, motors, supervisory control and data acquisition systems, process control, and laboratory equipment. Performs preventative maintenance, calibration and acceptance tests of new equipment.

Inspects the installation of equipment and systems for conformance with plans and specifications. Performs field design, modification, documentation, and testing to existing and new electrical, instrumentation and process control equipment and systems.

Reads and interprets plans, specifications, blueprints and schematics. Maintains accurate records, documentation and drawings. Provides information for budget preparation.

Provides training and direction to maintenance and treatment plant staff, directs the work of contractors, and schedules and coordinates installation, repair and maintenance work for assigned projects and programs. Assists in development and implementation of work standards and procedures.

Ensures the observation of safe work practices in the performance of assigned duties; operates and maintains a wide variety of tools and equipment used in electrical, electronic and mechanical systems and equipment.

Respond to requests and inquiries and communicate clearly and concisely, both orally and in writing.

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Establish and maintain effective working relationships with those contacted in the course of work.

KNOWLEDGE OF AND HAVE ABILITY TO:

Methods, materials, tools and equipment used in skilled electrical installation, maintenance and repair work, including instrumentation and control systems, SCADA systems, and laboratory equipment;

Electrical and electronic principles and theories;

Computer applications related to the work;

Basic radio telemetry concepts;

Codes, ordinances, and regulations pertaining to the work;

Principles and practices of work safety in an industrial setting, including working with electricity up to 600 volts.

Safely perform highly skilled work in installing, diagnosing, repairing, and maintaining a wide variety of electrical, process control systems, pumps, motors, and equipment utilized in water and wastewater treatment and distribution processes;

Coordinate with supervisors and provide input on prioritization of work plan for system repairs and improvements;

Read and interpret plans, specifications, schematics, and control strategies;

Operate, interpret and act on results of electrical test equipment;

Estimate and secure required materials, tools, and equipment;

Prepare accurate records of work performed;

Maintain mental capacity, which allows the capability of making sound decisions and demonstrating intellectual capabilities;

Maintain physical condition appropriate to the performance of assigned duties and responsibilities.

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QUALIFICATIONS, LICENSE AND CERTIFICATES

Education: Equivalent to the completion of the twelfth grade supplemented by specialized training in water treatment, operations, and maintenance and production systems. Two years of technical school or college-level course work in electricity, electronics, plant electrical systems, or a related field or equivalent electrical training.

Experience: Two years of journey-level experience in the maintenance of electrical, process instrumentation, and electronic systems and equipment in a water or wastewater treatment plant, chemical plant, or similar industrial facility.

Certificate: Possession of a valid Grade II Water Treatment Operator and Grade II Water Distribution Operator certificate is desirable.

Valid and current California Drivers License, with a safe driving record.

WORKING CONDITIONS

Must be able to work in water and wastewater treatment plant environments including exposure to: noise, outdoors, vibration, chemicals, mechanical and electrical hazards, dirt, fumes, heat, cold, dampness and travel to different sites and locations. Ability to sit, stand, walk, kneel, crouch, stoop, squat, twist, and climb. Must be available to work assigned shifts; including nights, weekends, and holidays. Respond to emergency call-outs or disasters beyond our control.

Approved: October 18, 2016