

CITY OF GLENDALE

TITLE: Plant Instrument Technician II CLASS CODE: 955

REPORTS TO: Plant Operations Supervisor GRADE: 22

DEPARTMENT: Utilities FLSA: N

JOB SPECIFICATION DATE: July 1, 2005 bwg

JOB SUMMARY:

Performs electrical/electronic maintenance and repair of water and wastewater treatment equipment, well site motors, and sewage lift station pump instrumentation and process control equipment, including telemetry and computerized monitoring systems.

ESSENTIAL FUNCTIONS:

1. Performs advanced journey level electrical, electronic and computer work in the installation, maintenance and repair of the City's water and wastewater systems and equipment.
2. Repairs, maintains, installs and modifies telemetry equipment including microprocessor based control units, modems, and associated wiring at main facilities, wells, sewage pumping stations, sewage metering stations, zone splits and water booster station.
3. Maintains process control computers for water and wastewater treatment facilities; performs file maintenance, database modification and enters updates.
4. Troubleshoots to the component level and repairs complex electronic/electrical instruments controls and high voltage electrical production equipment, booster pumps, plant distribution switch gear and motor control centers.
5. Repairs, calibrates and performs scheduled maintenance on process control instrumentation/analyzers.
6. Operates various types of test equipment (digital multi-meter, oscilloscope, telemetry test equipment, and calibrators) to calibrate or troubleshoot instrumentation.
7. Maintains accurate maintenance records, parts inventory, and equipment information.
8. Specifies, purchases, and installs new equipment to improve existing equipment.
9. Coordinates maintenance, repair and improvement projects with outside agencies and contractors.
10. Designs and builds specialized test equipment and control circuitry for plant production equipment.
11. Performs general electrical work such as outlet installation and intercom systems maintenance

SECONDARY FUNCTIONS:

12. Occasionally reviews and evaluates electronic, electrical, and computer specifications for facility construction projects.
13. Performs other related duties as assigned.

KNOWLEDGE, SKILLS, ABILITIES:

Knowledge of:

Theory, practices, procedures, and design of electronic component control, electronic systems and circuits, microprocessors and electrical maintenance.
Operation and proper use of electronic test equipment and safety rules for high voltage.
Water and wastewater control devices and systems.
Computer programs used in an industrial electronic setting.

Skill In:

Use of computer software and hardware.

Ability to:

Read and interpret electronic schematic drawings and engineering specifications.
Diagnose, calibrate, and repair electronic process control instrumentation.
Operate and maintain test equipment.
Identify and analyze equipment problems and design and implement solutions.

WORKING CONDITIONS:

Work is frequently performed around hazardous high voltages, dangerous chemicals and occasionally some bacteriological hazards. Work requires some climbing to reach instrumentation.

Work is also performed in confined spaces, during inclement weather conditions and may require lifting objects up to 50 lbs.

MINIMUM QUALIFICATIONS:

Two years of specialized vocational training or college course work in electronics and three years of experience in testing and calibrating electronic equipment preferably related to industrial process control.

Any equivalent combination of training and experience, which provides the required knowledge, skills, and abilities, is qualifying.

SPECIAL REQUIREMENTS:

Valid Az Drivers License.

Some positions may require a commercial driver's license with hazardous materials endorsement, within 90 from the date of hire. Possession of Class 1 Water or Wastewater Operator certificate within six months of hire.

Applicants will be required to undergo drug testing prior to employment and will be subject to further drug and alcohol testing throughout their period of employment in accordance with the City of Glendale Substance Abuse policy.