

**CITY OF STUART
JOB DESCRIPTION**

Title: INSTRUMENTATION & CONTROL TECHNICIAN

Department: Public Works Wastewater Treatment Team - Maintenance

Job Code: 7005

Grade: I17

Exempt Status: Non-Exempt

CHARACTERISTICS OF THE CLASS

Under the general direction of the Team Leader III, incumbent is responsible for the technical work in preventive and corrective maintenance of electrical, electronic and pneumatic instrumentation and controls of the water and wastewater system and repair of water and wastewater plant equipment, wells, lift stations, machinery, pipes etc. Responsibilities include assuring the efficient and safe mechanical and electrical operation of machinery and equipment; assisting in the installation of new equipment, and repairing and maintaining equipment. Work is reviewed by the Maintenance Team Leader III through observation and completed work orders for results obtained.

EXAMPLES OF ESSENTIAL FUNCTIONS

1. Troubleshoots and replaces basic electrical components, calibrates hydraulic, pneumatic, electrical and electronic components. Programs Programmable Logic Controllers (PLC).
2. Inspects, repairs, services, paints and maintains structures, pumps, wells, motors and equipment.
3. Works with electricity in minor repair and maintenance activities.
4. Replaces pumps, motors, bearings and faulty equipment.
5. Responsible for maintaining accurate and current maintenance and service records, work completed reports, tool utilization records and spare parts inventory.
6. Assists mechanics and other personnel as required.

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NOTE: The examples of essential functions as listed in this classification specification are not necessarily descriptive of any one position in the class. The omission of an essential function of work does not preclude management from assigning duties not listed herein if such functions are a logical assignment to the position.

REQUIREMENTS

A. Training and Experience:

High School Diploma or GED; supplemented by ten (10) years of progressive experience in electrical and mechanical maintenance and repair, of water and wastewater facilities; or an equivalent combination of training and experience. Must have a working knowledge associated with the use of Self-Contained Breathing Apparatus (SCBA).

Possession of a valid Florida Driver License as required for the position.

B. Knowledge, Abilities and Skills:

Knowledge of federal, state, local guidelines, policies, procedures and regulations regarding electrical standards for water and wastewater plants and equipment.

Knowledge of the occupational hazards, materials and safety precautions associated with the trade.

Ability to diagnose problems and perform routine and complex troubleshooting of electronic components, PLC's, motor controls, electrical circuits and maintenance and repairs on related equipment.

Ability to communicate effectively, orally and in writing.

Ability to read and interpret mechanical drawings, schematics, blueprints and other related drawings.

Ability to establish and maintain effective working relationships with other employees, supervisors and the general public.

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Ability to maintain current and basic levels of knowledge, skills including but not limited to computers and abilities by attending workshops, seminars, and related courses.

Skill in the use of standard and specialized hand and power tools.

Skill in electrical, mechanical, plumbing and masonry.

Skill in use of SCBA.

Ability to respond to emergency repairs on an as needed basis.

C. Physical Requirements:

Task involves the regular, and at times sustained, performance of heavier physical tasks such as walking over rough or uneven surfaces, bending, stooping, reaching, and working in confined spaces; and lifting or carrying moderately heavy (25-50 pound) items and occasionally very heavy (100+ pounds) items; involves the frequent use of coordinative and manipulative skills in performing a variety of tasks with the full range of hand-eye coordination with power tools and shop equipment; or the skilled and complex operation of heavy equipment calling for adherence to exacting standards of depth, grade, dimensions, and contours. Must be able to pass fit and pulmonary testing associated with SCBA usage.

D. Environment Requirements:

Task may require frequent exposure to adverse environmental conditions.

E. Sensory Requirements:

Task requires color perception and discrimination.

Task requires sound perception and discrimination.

Task requires odor perception and discrimination.

Task requires depth perception and discrimination.

Task requires texture perception and discrimination.

Task requires visual perception and discrimination.

Task requires oral communications ability.

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Approved: _____ Date: _____
Human Resources Director

Approved: _____ Date: _____
Public Works Director

Received by: _____ Date: _____
Employee