



respect - Communication - Integrity - Teamwork - family

UTILITY INSTRUMENTATION TECHNICIAN

DEPARTMENT/DIVISION: Public Works/Maintenance

GRADE: 7

GROUP: AFSCME

FLSA STATUS: Non-Exempt

EFFECTIVE DATE: July 1, 2011

SUMMARY

An employee in this position works under the general direction of the Facility Maintenance Manager and performs preventive maintenance, installation, overhaul and repair of electrical control and electronic instrumentation systems/devices and programmable controller monitoring systems used in the Water and Wastewater Divisions of the Public Works Department. Performs related duties as required.

EXAMPLE OF DUTIES

Duties may include but are not limited to the following:

Maintain, troubleshoot and perform preventative maintenance on motor control centers, including associated equipment and control devices.

Performs preventative maintenance and repairs to variable frequency drives, direct current drives, soft starts, including adjustment of speed profiles, trouble shooting and repairs to component levels.

Troubleshoots and modifies Programmable Logic Controllers, networks, control circuits and related control devices and equipment.

Performs preventative maintenance and repair of uninterruptable power supply equipment including the servicing and replacement of batteries.

Troubleshoots, maintains and repairs distribution control systems and related hardware.

May maintain or repair conduits, wires, alarms, motors, switches, control panels, and circuit breakers required in making additions, extensions, or alterations in electrical systems. Tests, locates, and repairs problems in electrical circuits and equipment.

Install and maintain street lighting.

Installs, tests, calibrates and adjusts monitoring of recording and control instruments and devices.

Maintains servicing and maintenance records, and supply of replacement parts.

SUPERVISORY RESPONSIBILITIES

This is a non-supervisory position.

QUALIFICATION REQUIREMENTS

Education and/or Experience:

A high school diploma or GED and four (4) years of experience working with electronic instrumentation systems/devices and programmable controller monitoring systems as an electronic instrumentation technician.

Desired:

Experience with the following software packages: Microsoft Word and Excel.

License/Certifications:

State of Oregon Limited Journeyman Manufacturing Plant Electrical License.

Must obtain Confined Space and Flagging Certifications within six (6) months of hire.

Valid Oregon Driver's License.

PRE-EMPLOYMENT

Job offers for this position are contingent on the individual passing a pre-employment drug screen.

KNOWLEDGE, SKILLS AND ABILITIES

The requirements listed below are representative of the knowledge, skill and/or ability required.

Knowledge of:

Instrumentation systems, distribution control systems, Programmable Logic Controllers, Ladder Logic, Human Machine Interfaces; practices, methods, materials, component parts and equipment used in analyzing and diagnosing control system installations, maintenance and repair; basic motors and controls including variable frequency drives; standard practices, materials, tools and equipment of the electrical and electronic trades; occupational hazards and safety precautions involved in the performance of the electronic, electrical and mechanical trades; word processing and spread sheet programs.

Ability to:

Read and interpret documents such as blueprints, sketches, computer software instructions, and schematic diagrams; recognize, diagnose, and adjust malfunctioning equipment and defects in electrical or electronic systems; to write routine reports and correspondence; to perform arithmetic functions in algebra and geometry; maintain and prepare records and reports; operate a variety of appliances and equipment; establish and maintain effective working relationships.

Skill in:

The use and care of test equipment and tools employed in the repair of electronic, electrical and mechanical equipment.

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of the job.

While performing the duties of this job, the employee is regularly required to: stand; walk; sit; use hands to finger, handle, or feel objects, tools, or controls; reach with hands and arms; and stoop, kneel or crouch; and talk or hear. The employee is occasionally required to climb or balance.

The employee must regularly lift and/or move up to 100 pounds. Specific vision abilities required by this job include close vision, peripheral vision, depth perception, and the ability to adjust focus.

WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable qualified individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee regularly is exposed to risk of electrical shock and works in outside weather conditions. The employee frequently works near moving mechanical parts; in high, precarious places; is frequently exposed to wet and/or humid conditions, toxic or caustic chemicals, extreme cold, and heat; and is occasionally exposed to fumes or airborne particles and works with hazardous materials.

The noise level in the work environment is usually moderate to loud.

The City of Klamath Falls is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the City of Klamath Falls will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.

