



DRAFT

JOB TITLE: Control Systems Technician I
JOB CODE: 14.48
GRADE: 14
CLASSIFICATION: Non-Exempt

PURPOSE OF THE POSITION: This position is responsible for the maintenance and repair of mechanical, electrical and electronic equipment.

MINIMUM QUALIFICATIONS: Graduation from an accredited high school or equivalent with three (3) years experience in electronics instrumentation installation, maintenance, and repair; or vocational training in the electronics field with the equivalent in education, training, and experience, which would provide the necessary knowledge, skills and abilities. Possession of and ability to maintain a valid State of Florida Driver's License is required. The ability to possess and maintain a valid Class "B" or higher State of Florida Commercial Driver's License (CDL) within six (6) months of employment is required.

SPECIAL REQUIREMENTS:

- Knowledge of the materials, methods and tools of maintenance and repair of electro-mechanical and solid-state equipment.
- Knowledge of the safety hazards of the work and of the necessary safety precautions as they apply to municipal and industrial environments
- Knowledge of control schemes used in process controls as they apply in the municipal and industrial environments.
- Knowledge of the principles of physics as they apply to instrumentation measurement and process control.
- Knowledge of digital and analog systems as they apply to process control systems.
- Ability to perform mathematical calculations as they apply to calibration of process instruments.
- Ability to read and interpret electrical drawings (single line & ladder), and solid-state electronic schematics.
- Ability to plan periodic inspections and prepare preventative maintenance schedules that do not conflict with plant operations.
- Ability to locate and evaluate causes of equipment failure.
- Ability to work overtime and/or be on call.
- Ability to establish and maintain effective working relationships with other employees and the general public.

ESSENTIAL FUNCTION

- Performs installation, maintenance, modification, and repair of electro-mechanical, electronic and electrical instrumentation, and control systems in water and wastewater treatment facilities.
- Troubleshoot electronic and electrical system failures.
- Maintain and troubleshoot pneumatic and hydraulic system controls for valves and actuators directly connected with treatment facilities.

- Performs calibration of all instrumentation and control loops associated with process controls.
- Inspects and services electrical and electronic equipment in sewage lift stations.
- Repairs and performs emergency and routine field servicing of all process controls and instrumentation.
- Provide support, guidance and technical assistance to Electricians.
- Assists higher-level Control System Technicians in electronic projects.
- Performs basic record keeping, maintain logs and document calibrations.
- The intent of this class description is to provide a representative summary of the types of duties and responsibilities that would be required of classifications given this title and shall not be construed as a declaration of the specific duties and responsibilities of any particular position. Incumbent may be required to perform job-related tasks other than those specifically presented in this job description.

PUBLIC CONTACT: Extensive public contact.

SUPERVISION RECEIVED: Under the supervision of the Department Head or designated representative. Subject to general and specific assignments, which are directed from the supervisor with some latitude for independent judgment.

SUPERVISION EXERCISED: Usually none.

PHYSICAL REQUIREMENTS: This position requires the exertion of 100 pounds of force occasionally and up to 50 pounds of force frequently. Work requires considerable physical activity including walking, lifting, reaching, stooping, pulling, grasping, balancing, climbing, kneeling, standing and crouching. Incumbent is subject to inside and outside activities with a variety of weather changes or atmospheric conditions. Incumbent may be exposed to activities such as noise and jobs with potential hazards that may require special protection and/or special safety precautions. Visual acuity is required to inspect work completed by crews for accuracy and quality. Incumbent is required to hear sufficiently to perceive information at normal spoken word levels. Manual dexterity is required to operate equipment in performance of duties.

ORGANIZATIONAL STATUS: Under the direction of and responsible to the Department Head or designated representative.