



DETROIT WATER AND SEWERAGE DEPARTMENT

JOB POSTING

735 Randolph - Suite 2000
DETROIT, MI 48226

OPEN COMPETITIVE

Please read entire document before starting your application

Job Category: Technicians

Title: Electronic Instrumentation Control Tech

Minimum Salary: \$32,412

Open Date: May 15, 2015

Recruitment Unit: Water Supply Operations

Vacancies: 8

Maximum Salary: \$79,300

Close Date: Open Until Filled

GENERAL SUMMARY:

The Electrical Instrumentation Control Technician will be cross-trained to repair and maintain a variety of plant electrical and instrumentation equipment in the water and wastewater treatment plants, field services, pumping stations or other comparable installations. This position performs routine maintenance required as per scheduled maintenance planning, OSHA and/or MIOSHA regulations.

REQUIRED EDUCATION AND EXPERIENCE (position requirements at entry)

- High School Diploma or GED
- Completion of an approved instrumentation or electrical apprenticeship program
- International Society of Automation (ISA) Certified Control Systems Technician Certification Level 1 preferred
- Familiarity with equipment, operations, practices and safety precautions relevant to the water and wastewater treatment process
- Must complete all requirements to advance to Electrical Instrumentation Control Technician Level 2 within four (4) years from a Level 1 designation

ESSENTIAL JOB FUNCTIONS

(Illustrative only, may not include all of the duties listed nor do the listed examples include all of the tasks)

- Install, troubleshoot, replace, repair, test, assemble, and disassemble electrical and instrumentation equipment and devices at the water and wastewater treatment plant and other related facilities.
- Assist with calibration and adjustment of equipment and devices. Install and troubleshoot electrical and instrumentation equipment and devices for plant projects.
- Assist in conduit fabrication and installation of wire and cable. Maintain various records and prepare reports.
- Read and interpret plans, schematics, process control flow diagrams, and system/network drawings.
- Perform shift work which includes all day, afternoon, night, weekend and holiday assignments.
- Wear personal protective equipment (PPE).
- Follow security and safety policies and procedures in carrying out work duties.
- Provide on the job training.

RELATED JOB FUNCTIONS:

- Regularly inspect the working condition and maintain the cleanliness of equipment and surrounding areas.
- Assist in coordinating job activities with other team members.
- Assist with review of capital improvement project studies, designs and contract drawings.
- Forecast material and equipment needs.
- Perform related work duties as assigned.



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SUPERVISION EXERCISED:

The Electrical Instrumentation Control Technician - Level 3 may be required to perform team coordination activities within the functional unit.

KNOWLEDGE OF:

- Electrical safety procedures
- ArcFlash training and personal protective equipment for power switching
- Assets, criticality and failure modes
- Procurement/purchasing, receiving, warehouse/inventory, and service contracting procedures and applications/systems

SKILL TO:

- Work on 13.2 (kV) to 120V and control circuitry
- Operate hand and electrical tools
- Identify issues and find solutions
- Use basic technology

ABILITY TO:

- Create, plan, schedule, and close work orders
- Diagnose, repair and perform preventive maintenance of water equipment
- Make arithmetic computations
- Read and interpret schematics
- Effectively utilize appropriate security and safety equipment and procedures
- Maintain regular and reliable attendance
- Communicate effectively, both verbally and in writing
- Understand and follow verbal and written instructions
- Establish and maintain effective working relationships with others
- Communicate frequently with team members and other units across the Department about process, equipment or potential problems
- Develop proficiency in unit specific operations and software
- Direct team activities or to work as a team member

Physical Requirements:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential duties of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential duties.

This position requires the ability to climb, bend, twist, carry, crouch, crawl, hit, push, pull and other efforts requiring considerable physical strength. This position also requires the ability to lift a minimum of sixty (60) pounds, walk, stand, or work for long periods of time, demonstrate normal color perception, hear audible alarms, detect abnormal equipment sounds, visually inspect equipment and processes at any time of the day or night. Employees will be required to wear respiratory protection and other personal protective equipment; perform scaffold, confined space, elevated and underground work. Employees will also be required to pass a bio-mechanical physical and vision test, yearly baseline physical and fit test for respirator/Self Contained Breathing Apparatus. While performing the duties of this position, employees are regularly required to use hands to handle, feel or operate equipment.



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Environmental Working Requirements:

Work is performed at the plants. This position requires the ability to work in all conditions involving exposure to outside elements and seasonal weather. Work may be performed near open water, systems with hazardous chemicals that are acidic, highly corrosive, heat producing and potentially explosive. The noise level in this work environment is usually loud. Work may be performed in confined spaces, hazardous areas that require respiratory protection and personal protective equipment (PPE), and under slippery and wet conditions.

Other Requirements

- Valid Michigan Driver's License
- Ability to work irregular hours, to commute to DWSD facilities and work sites

Comments

The Detroit Water and Sewerage Department is an Equal Opportunity Employer.

Please Note: Employment with the Detroit Water and Sewerage Department has been set apart from the established employment processes of the City of Detroit.

THE WAY WE WORK

The Employees of DWSD....

- Work and accept responsibility to search for, create and execute new and innovative approaches to improve the performance of DWSD's services and objectives
- Assist external and internal customers to serve their needs and take responsibility for continuously improving customer service
- Foster meaningful interaction among people through the exchange of information to produce understanding
- Continuously develop and use effective strategies and interpersonal styles to engage and guide others towards the accomplishment of identified objectives and goals in the best interest of the City and community
- Consistently work toward the common good of the organization and encourage others to do the same
- Conduct themselves at all times in a professionally appropriate and respectful manner in accordance with the DWSD Common Behaviors
- Apply the proper safety/security practices according to established protocols, guidelines and policies

Please submit an employment application, letter of interest and resume for this position to:

**Detroit Water & Sewerage Department
Attn: Karen Darty, Human Resources Generalist
735 Randolph, Suite 2001, Detroit, MI 48226**

The Employment Application can be found on DWSD's Website:

http://www.dwsd.org/pages_n/careers.html