

Function Job Title      Instrumentation & Controls Technician  
Reports to:              Maintenance Supervisor  
Department:             John F. Kime Water Treatment Plant  
Date:                      11/26/2024



**Primary Purpose:**

This position's primary duties are the electrical/mechanical maintenance of a 12 MGD water treatment facility. Duties include routine maintenance and service of all electronics, PLCs and electrical equipment within the facility. Routine and preventative maintenance of all equipment is an integral part of this position.

**Essential Duties and/or Responsibilities:**

The following is a summary of the essential functions for this job. Other duties may be performed, both major and minor, which are not mentioned below. Specific activities may change time to time.

- Identify/respond to abnormal conditions and take corrective actions by reacting appropriately to computerized supervisory control and data acquisition SCADA alarms;
- Installing, wiring, repair/replacement & configuration of SEL relays, programmable logic controllers, Remote Terminal Units (RTU's), hubs, switches, routers, and other communication equipment;
- Performs switching activities (i.e. opening/closing switches, breakers, reclosers, etc.)
- Utilizes SCADA system to monitor and control the water treatment and transmission processes across PTRWA's system;
- Compiles and records operational data in computer including work orders/maintenance activity, failure reports and alarms;
- Follows safety procedures & OSHA related guidelines, utilizes safety equipment, and monitors work environment to ensure safety of employees and other individuals;
- Computer experience is necessary;
- Other duties as assigned.

**Minimum Required Skills or Competencies:**

The requirements listed below are representative of the knowledge, skill and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Associate's degree with coursework in electrical, electronics and programming;
- Four (4) years of experience in instrumentation and electrical field, prefer experience with water utilities; or an equivalent combination of education and experience.
- Experience with SCADA control system technology and radio telemetry is required.
- Must have good working knowledge of the North Carolina Electrical Code
- Valid NC driver's license

**Desired Skill or Competencies:**

- Maintenance Technologist Certification

**Compensation/Benefits: (Range \$48,048 - \$82,989; Non-Exempt)**

The salary for this position is based on experience and qualifications. PTRWA offers an excellent benefit package including participation in the NC Local Government Employee Retirement system, employer 401K plan contribution, paid health, dental and life insurances, paid holidays, vacation and sick leave and bonus pay for achieving additional certification.