

INSTRUMENT MAINTENANCE TECHNICIAN

Code No.: 4-14-122

COMPETITIVE

DISTINGUISHING FEATURES OF THE CLASS: This position is responsible for the installation, maintenance and repair of a wide variety of instrumentation equipment used in the Water Treatment Plant and other facilities. Work requires inspection of various areas within the treatment plant and offsite locations, including booster pumping stations, tanks and reservoirs. Employees are required to climb ladders or stairs and enter confined or restricted spaces, including subgrade facilities, and maneuver or work in tight quarters around machinery. The employee reports directly to, and works under the general supervision of, the Supervisor of Instrument Maintenance with detailed review and instructions provided for new and complex assignments. General supervision may be exercised over other plant maintenance unit employees for special projects. Employees must be available for emergency duty 24 hours a day. Does related work in other maintenance groups as required.

TYPICAL WORK ACTIVITIES: (All need not be performed in a given position. Other related activities may be performed although not listed.)

Installs, maintains and repairs instrumentation equipment such as recorders, meters; tone transmitters and receivers; pressure, level and flow recorders and micro processors at various locations;

Assists in establishment of maintenance schedule plan and job priorities;

Assists in keeping appropriate records of equipment maintenance;

Requisitions parts and supplies;

Assists in planning and design of instrumentation aspects of proposed new facilities and equipment;

FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS: Good knowledge of methods and procedures used to install, operate, calibrate, maintain and repair instrument components of the facilities such as tone transmitters and receivers; pressure, level and flow sensors; micro processors; recorders, meters and other telemetering equipment; good knowledge of methods and procedures used to assure safe working conditions within the assigned activity; good knowledge of instrument equipment maintenance scheduling and record keeping; mechanical aptitude; manual dexterity; ability to exercise judgment and initiative in meeting unusual situations and emergencies at work site without direct supervision; ability to keep accurate records; ability to perform instrumental operation; ability to assist in planning and designing the instrumentation aspects of new facilities and equipment; ability to read and understand moderately complex electrical and instrumentation schematic drawings and written instructions; ability to become thoroughly familiar with pertinent instrument equipment by personal study and in consultation with manufacturer representatives; integrity; good judgment; initiative; physical condition commensurate with the demands of the position including medical requirements for use of respirator and self-contained breathing

apparatus.

MINIMUM QUALIFICATIONS: EITHER:

- (A) Graduation from high school or possession of an equivalency diploma, plus five (5) years paid full-time or its part-time equivalent experience in electrical and instrumentation maintenance; OR,
- (B) Graduation from a regionally accredited or New York State college or university with an Associate's degree in Engineering, plus three (3) years experience as defined in (A); OR,
- (C) An equivalent combination of training and experience as defined by the limits of (A) and (B).

SPECIAL REQUIREMENT:

Possession of a valid Class D New York State Driver's License at time of appointment.

SPECIAL REQUIREMENT FOR APPOINTMENT IN SCHOOL DISTRICTS AND BOCES:

Per Chapter 180 of the Laws of 2000, and by Regulations of the Commissioner of Education, to be employed in a position designated by a school district or BOCES as involving direct contact with students, a clearance for employment from the State Education Department is required.

ADOPTED: March 19, 1981

REVISED: April 15, 1993