

<b>CITY OF CEDAR RAPIDS POSITION PROFILE</b>	<b>JOB CODE #/TITLE:</b> AF049 WPC Electronics Tech
<b>POSITION #/TITLE:</b> 0272, 0545, 0640, 2080 Water Pollution Control Electronics Technician	<b>Adopted:</b> 07-97 <b>Revised:</b> 11-15

**POSITION DESCRIPTION**

<b>Dept/Division:</b> Utilities/Water Pollution Control	<b>Manager Level:</b> Non-Manager
<b>Salary Plan/Description:</b> AFS/AFSCME	<b>Salary Grade:</b> 30
<b>Reports To Position #/Job Code #/JC Title:</b> 0419/NB199/WPC Electrical Systems Supervisor	<b>Dotted-line Reports To Position #/Job Code #/JC Title:</b>
<b>FLSA Status:</b> Non-Exempt	<b>City Overtime Status (Employee Type):</b> Non-Exempt (Exception Hourly)
<b>Physical Demand Rating:</b> Very Heavy	<b>Work Environment:</b> Uncontrolled
<b>Pre-employment Testing:</b> Drug and health screening after contingent offer.	<b>Position Testing:</b> Health screening; Requires use of SCBAs, Physical Qualifications Test, Skills Test
<b>Personal Protective Equipment:</b> Eye, Foot, Hand, Head, Foot, Hearing, Fall Protection, Respirator, Gas Monitor	

**General Statement of Duties**

Provides senior-level technical services in electronic maintenance, with an emphasis on troubleshooting and problem solving.

**Distinguishing Features of the Class**

Work is performed under general supervision, with the ability to exercise discretion in selection of work method and schedule.

**Examples of Essential Work (Illustrative Only)**

Maintains and repairs Programmable Logic Controllers (PLC), computers and communications systems at the Water Pollution Control Plant and lift stations;  
 Cleans, inspects and calibrates pneumatic, electrical and electronic instrumentation of various kinds;  
 Repairs, replaces and maintains recorders, transmitters and various kinds of laboratory test equipment as necessary;  
 Monitors computerized instrument panels;  
 Advises superiors on instrumentation malfunctions and maintenance needs;  
 Updates prints, schematics and technical manuals as modifications are made;  
 Wears and properly uses safety equipment including personal protective, fall protection equipment, self-contained breathing apparatus and gas detection equipment;  
 Performs all work duties and activities in accordance with City policies, procedures and safety practices;  
 Attends work regularly at the designated place and time;  
 Supports continuous process improvement initiatives;  
 Performs related work as required.

**Required Knowledge and Abilities**

Considerable knowledge of basic electricity, theory and function of electronics and electronic instrumentation;  
 Specific knowledge of the theory, language and operation of Programmable Logic Controllers (PLC) and computer systems;

Knowledge of OSHA permit-required confined space entry protocol, respiratory protection standards, right-to-know laws, CPR, and First Aid;  
Skill in reading, writing, and understanding the specialized vocabulary of wastewater treatment;  
Skill in understanding the specialized schematics of computers and electronic instrumentation, and in the methods and techniques of maintenance and repair of electronic instrumentation;  
Ability to properly utilize the following equipment and tools: electronic testing equipment, oscilloscope, voltmeter, ohmmeter, calculator, mechanical hand tools, hydraulic and pneumatic test equipment, personal protective equipment, gas detectors, fall protection equipment and self-contained breathing apparatus;  
Ability to perform confined space entry, including rescue, using permit-required protocol;  
Ability to work under general supervision and exercise discretion in work method and schedule;  
Ability to work cooperatively and to maintain effective working relationships to accomplish job responsibilities;  
Ability to quickly learn and put to use new skills and knowledge brought about by rapidly changing information and/or technology;  
Ingenuity and inventiveness in the performance of assigned tasks.

#### **Acceptable Experience and Training**

High School level course work in reading and math;  
Two years of electronic vocational training;  
Three years experience in maintenance and repair of electrical, electronic and computer equipment.

#### **Required Special Qualifications**

None

#### **Essential Physical Abilities**

Requires the following, with or without reasonable accommodation:  
Clarity of speech and hearing which permits the employee to communicate effectively.  
Sufficient vision which permits the employee to operate equipment and tools.  
Sufficient manual dexterity which permits the employee to operate equipment  
Sufficient mobility and physical reflexes which permits the employee to perform in a confined space, including rescue.  
Sufficient physical abilities which permits the employee to wear and use personal protective equipment.