

## Job Description

<b>Job Title:</b>	<b>Advanced Water Treatment Facility Instrumentation &amp; Electrical Technician</b>
Department:	Asset Management
Reports To:	AWTF Chief Plant Operator
Location:	Santa Monica – SWIP/SMURRF AWTF
Normal Business Hours:	7:00 a.m. – 3:30 p.m., Monday through Friday
Classification:	Non-Exempt
Prepared Date:	January 2023

## Job Overview /Objective

The AWTF Instrumentation and Electrical (I&E) Maintenance Technician will perform a full range of duties associated with maintaining, repairing, and otherwise supporting operations of the SWIP and SMURRF Advanced Water Treatment Facility systems and equipment. This maintenance position encompasses a specialized focus on instrumentation and electrical equipment related to influent pumping, ultra-filtration, reverse osmosis, UV advanced oxidation process, chemical storage and addition. The position will report to the AWTF CPO, who has supervisory authority regarding maintenance activities and works in close coordination with the Project Manager.

## Principal Duties and Responsibilities

- Perform skilled maintenance activities under the direction of the CPO pertaining to the operation of the GRIP AWTF.
- Maintenance and preventative maintenance activities include, but are not limited to:
  - Valves.
  - Actuators.
  - Pumps.
  - Motors.
  - Compressors.
  - Generators.
  - Flow Meters.
  - Analyzers (Chlorine, TOC, Ammonia, UVT, Turbidity, etc.)
- Perform removal and/or replacement of Ultra Violet (UV) advanced oxidation lamps
- Knowledge and understanding of the permit obligations for the SWIP/SMURRF Advanced Water Treatment Facility (AWTF)
- Participate in facility housekeeping activities, including maintenance work such as sweeping, cleaning, sanding, painting and other tasks as assigned.
- Perform work in non-permitted and permitted areas, including designated confined spaces.
- Participate in training as required to ensure appropriate level of knowledge.
- Compile, prepare and maintain reports and logs as needed.
- Inspect and evaluate system and equipment functionality as well as overall treatment facility under the direction of the CPO.

- Troubleshooting and repairing parts and systems.
- Assigned duties may require weekend and/or holiday work as required.
- During a plant emergency, may be called in to assist with maintenance activities. Must be able to report to facility within 60 minutes of notification.
- Promote and adhere to PERC's written corporate Safety program
- Communicate any problems/issues to the CPO
- All other tasks as assigned by CPO
- Maintain acceptable attendance per PERC standards

### **Specialized Duties and Responsibilities**

Under the direction and oversight of the Maintenance Supervisor, specialized duties include the following:

- System and equipment installation, repair and calibration, including, but not limited to low voltage signal loops and isolators, pneumatic and electric valve controllers and positioners, programmable logic controllers, flow meters, level, pressure, and temperature transmitters, analyzers, digital buss devices, and other related components.
- Installs, troubleshoots and repairs electrical equipment and lighting. Equipment to include motors and drives, starters and contactors, circuit breakers, switchgear, distribution panels and enclosures, electrical conduit, discharge and incandescent lighting and other related equipment.
- Support related to PCS operations and maintenance, including ancillary equipment.
- Prepares and maintains reports and documentation detailing work progress and project operational parameters and upgrades.

### **Knowledge, Skills and Abilities Required**

1. Must possess a high degree of self-motivation.
2. Must possess working knowledge of the following: Electrical Practices and Principals, Instrumentation and Sensors, Low Voltage Control Loops, Pneumatic Control Systems, Process Control Instrumentation, Lighting Systems, Maintenance Practices and Principals, Safe Work Practices; and Recordkeeping Activities.
3. Must have good mechanical aptitude, and manual dexterity. Ability to use power and hand tools in wet conditions.
4. Ability to work in close proximity and in concert with others. Must be to establish and maintain effective working relationships with others
5. Able to safely operate a forklift and other heavy sized equipment.
6. Ability to comprehend technical manuals and prints
7. Must possess good verbal, written and interpersonal skills to effectively communicate with coworkers, supervisor and the general public, Ability to exchange or convey information and to receive work direction
8. General computer knowledge and ability to use computers for communications, reports and work assignments, specifically in the facility CMMS system.
9. Physical:

- Body Positions: Standing, sitting, walking, climbing, balancing, stooping, kneeling, reaching, pushing, pulling, lifting, working in tight spaces, and various repetitive motions.
  - Heavy Work: Exerting up to 50 pounds of force occasionally to move objects. May be subjected to moving mechanical parts, electrical currents, vibrations, fumes, odors, dusts, gases, poor ventilation, chemicals, oils, extreme temperatures, work space restrictions, noises and travel. Required to wear personal protective clothing/equipment appropriate for job assignments.
  - Body Movements: Use of hands, eyes, arms and voice. Must be able to lift, push and pull up to 40 pounds on a regular basis. Must be able to climb up and down stairs and ladders.
  - Must be able to climb on, or into facility equipment and systems (Confined Space Training required).
  - Vision: See in the normal visual range with or without correction. Vision sufficient to read computer screens, printed documents and to operate assigned equipment.
  - Hearing: Hear in a normal audio range with or without correction
  - Must be able to work weekends, nights or holidays as needed.
  - On call availability as scheduled
10. Mental:  
Language ability includes reading, writing, spelling, and the ability to communicate clearly on business topics in English.

### **Education, Certifications and Experience Required**

1. High School Diploma or GED equivalent required. AA degree is preferred, or an equivalent combination of education and experience to meet the essential duties of the job such as those listed above. College level or trade school course work in mechanical and/or electrical repair is highly desirable.
2. Valid California Class-C Driver's License required. Must obtain California Water Environment Association (CWEA) Grade 1 Instrumentation and Electrical Technologist certification within 12 months of employment and Grade 2 within 24 months of employment. In addition, CWEA Maintenance Technician certification is highly desirable.
3. Five years of experience related to the maintenance of systems utilized in water and/or wastewater treatment is desired – principally related to instrumentation and electrical.

### **Work Conditions**

Advanced Water Treatment Facility, industrial setting, indoors and outdoors

### **Reporting Relationships**

The following positions may provide functional support to the I & E Maintenance Technician:

Corporate President, Vice Presidents, Directors  
Project Manager / Chief Plant Operator  
Lead Operators & Operators

Technical Services & Safety Manager  
Maintenance Technician  
Corp G&A Staff

**ACKNOWLEDGMENTS**

I understand that this job description does not list all of the duties of my job. I am aware that I may be asked by my supervisors to perform additional duties or follow additional instructions. I understand that I will be evaluated in part based on my performance of the tasks listed in this job description. I have reviewed and understand the above job description. I understand the Company has the right to change this job description at any time. I also understand I am an at-will employee and that this job description is not an employment contract.

_____	_____	_____
Name (Printed)	Signature	Date
_____		_____

Supervisor