

CLASS TITLE: INDUSTRIAL SYSTEMS SENIOR TECHNICIAN

PURPOSE OF THE CLASSIFICATION: Under general supervision is responsible for technical, analytical and training work supporting computer users and maintaining Industrial Control Systems in a specialized applications/systems environment, and other related assigned duties.

ESSENTIAL TASKS:

- Evaluates, studies, plans and recommends software applications and hardware systems for microprocessor-based computers and industrial computer control systems to meet operational needs
- Works with instrument technicians and computer users to troubleshoot and solve problems in hardware systems and/or software packages
- Writes program revisions or enhancements to collect, retrieve and analyze data and achieve informational goals
- Installs, maintains, upgrades and backs up computers, networks, industrial computer control systems and various related programs
- Performs network administrator tasks, including database backup, maintenance and setting up data security systems
- Programs computers, maintains proprietary control system databases and modifies various other programs
- Writes user procedures and application documentation
- Contacts technical support personnel and vendors for purchasing concerns, technical information, maintenance and repair service needs
- Trains users on personal computers, host terminals and a wide variety of end user programs
- With assistance creates system/statistical reports, requisitions and other required information for Department of Environmental Quality and treatment plant operations

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential tasks.

QUALIFICATIONS:

Training and Experience: Graduation from an accredited college or university with an associate's degree or sixty (60) college hours in electronics, computer science, computer technology, electrical engineering, or other related fields; or 600 clock hours in an approved technical program in electronics or control systems; and four (4) years of industrial computer control systems experience including computer applications programming in PLC, HMI, DCS, or SCADA systems or bench electronics repair work;; or an equivalent combination of training and experience per Personnel Policies and Procedures Section 128.

Employee will be eligible for a one (1) step pay increase following the successful completion of thirty-two (32) basic SCADA training (or Advanced Level 1 SCADA training if already completed Basic) and one (1) year of employment in the position. Employee will be eligible for an additional one (1) step pay increase after obtaining a Class "B" Operator's license issued by the Department of Environmental Quality and two (2) years in the position.

Knowledge, Abilities and Skills: Considerable knowledge of data processing equipment, LANS, industrial computer control systems; operating systems and software applications; considerable knowledge of the methods and techniques used in programming and troubleshooting microprocessor computer systems; and good knowledge of industrial computer control systems and user training techniques. Ability to write procedural specifications, program documentation and train users; ability to solve system and programming problems; and the ability to courteously and tactfully communicate with fellow workers, supervisors, other members of the organization and the public in giving and receiving information.

Physical Requirements: Physical requirements include arm and hand dexterity enough to use a keyboard and telephone; frequent lifting and carrying up to 20 pounds with occasional lifting and carrying up to 50 pounds; occasional pushing and pulling up to 60 pounds; may be subject to walking, standing, sitting, reaching, bending, kneeling, crawling, handling, feeling, climbing, and smelling; vision, speech, and hearing sufficient to perform the essential tasks.

Licenses and Certificates: Possession of a valid Oklahoma Class "D" Operator's License; and the employee must show positive intent to obtain the appropriate valid Oklahoma Class "C" Water/Wastewater License as issued by the Department of Environmental Quality (DEQ) within two (2) months from hire date and must obtain the license as required by state regulations/law..

WORKING ENVIRONMENT: Working environment is primarily indoors in an office setting and will be required to travel to various locations to monitor applications/systems.

Class Code: 3508

EEO Code: N-03

Pay Code: AT-32

Group: Clerical and Administrative

Series: Data Processing and Information Services

Effective date: October 10, 2016