

CLASS SPECIFICATION

SAN DIEGO CITY CIVIL SERVICE COMMISSION

PLANT PROCESS CONTROL SUPERVISOR

DEFINITION:

Under direction, to plan, supervise and participate in the work of subordinate staff who install, test, adjust, modify and maintain the most complex electrical lighting, wiring and power systems, electro-mechanical equipment, machinery and control systems at wastewater and water treatment, filtration and reclamation plants, and water and sewer pump stations; to design, modify and make programming and software improvements on computerized electrical system control and data acquisition operations; to analyze problems and make necessary repairs on electrical control systems required to interface with process control computers; to instruct Plant Process Control Electricians and other subordinate staff in the more difficult and complex aspects of their work assignments; and to perform related work.

* EXAMPLES OF DUTIES:

- Supervises, plans, schedules, assigns and participates in the work of skilled subordinate staff who design, install, test, adjust, modify and maintain digital and logic circuitry, microprocessor controlled electrical and electronic devices and elements, such as programmable logic controllers, process control equipment, recorders, sensors, alarms, and controllers on a wide variety of electrical, electro-mechanical, pneumatic and hydraulic equipment and devices;
- Operates computer terminals, portable programming units and complex electrical test equipment, to analyze and troubleshoot instrumentation and control systems, instrumentation interface with process control computers, and process control problems;
- Designs, modifies and tests complex relay ladder logic instruction sequences in the form of computer programs which direct logic controllers to monitor and control all electrically related phases of the water or wastewater treatment processes;
- Trains subordinate staff in new and current procedures of maintenance and troubleshooting of a wide variety of electrical equipment, control systems and components;
- Performs mathematical computations for calibrating instruments and determining values of inputs and outputs in computer programs;
- Checks job requirements and requisitions material;
- Reviews, plans, and coordinates work with vendors, control computer hardware and software specialists, and plant operating and engineering personnel in determining process parameters, technical specifications for new and existing installations, and other technical matters regarding electrical, electro-mechanical, and process control systems;
- Plans and designs special electrical, electro-mechanical, process control and related equipment;
- Enforces safety regulations, and keeps records and prepares reports;
- Reviews and evaluates the work performance of subordinates.

MINIMUM QUALIFICATIONS:

Please note: the minimum qualifications stated below are a guide for determining the education, training, experience, special skills, and/or license which may be required for employment in the class. These are re-evaluated each time the position is opened for recruitment. Please refer to the most recent Job Announcement for updated minimum qualifications.

Successful completion of a State -accredited four or five-year Electrician Apprenticeship Program, **AND** two years of experience in all phases of work as a journey-level Electrician, **AND** one year of experience serving as a Plant Process Control Electrician with the City of San Diego; **OR** six years of experience in all phases of work as a journey-level Electrician, **AND** one year of experience serving as a Plant Process Control Electrician with the City of San Diego; **OR** successful completion of a State-accredited four-year Electronics Technician Apprenticeship Program, **AND** two years of experience in all phases of work as a journey-level Electronics Technician, **AND** one year of experience serving as an Instrumentation and Control Technician with the City of San Diego; **OR** successful completion of an accredited Associate's degree in Electronics Technology, **AND** five years of experience in all phases of work as a journey-level Electronics Technician, **AND** one year of experience serving as an Instrumentation and Control Technician with the City of San Diego; **OR** six years of experience in all phases of work as a journey-level Electronics Technician, **AND** one year of experience serving as an Instrumentation and Control Technician with the City of San Diego. Possession of a valid California Class C Driver's License.

- * **EXAMPLES OF DUTIES** performed by employees in this class. The list may not include all required duties, nor are all listed tasks necessarily performed by everyone in this class.