



JOB DESCRIPTION

Title:	Instrumentation/Electrical Technician	Pay Grade:	Schedule A Trades
Department:	Works and Utilities	Location:	Works & Utilities
Supervisor:	Manager of Utilities	Reviewed:	January 2019

Nature and Scope of Work

Reporting to the Manager of Utilities, the Instrumentation/Electrical Technician troubleshoots, maintains, and upgrades a wide variety of electrical systems, equipment, and components in all of the District's facilities and utility infrastructure.

Duties

1. Performs the installation, repair, and preventative maintenance on a wide variety of electrical control systems, equipment, and components including, but not limited to, transformers, switchgear, bus bars, high and low voltage motors, and panel wiring.
2. Installs, troubleshoots and performs preventative or scheduled maintenance for all electrical and control systems.
3. Provides technical design input and equipment specification recommendations for pump houses, lift stations, and treatment plant system modifications.
4. Documents work completed, work in progress, and annual permit requirements on computerized maintenance history records.
5. Prepares and modifies as-built drawings for new and existing electrical systems and components.
6. Provides maintenance support to Water Division and Wastewater Division staff for the operation and maintenance of the District's water and wastewater treatment plants and the water distribution and wastewater collection facilities.
7. Performs electrical work including repairs to lighting fixtures, installs new switches and outlets, runs new circuits, control wiring and provides estimates for such works.
8. Installs and performs maintenance on fire alarm systems, data cabling and HVAC unit control systems.
9. Performs maintenance on standby generators, their control system and on SCADA systems for the Water and Wastewater facilities.
10. Performs Programmable Logic Controller (PLC) Programming.
11. Training and experience in confined space entry.
12. Performs related work as required.

Required Skills and Knowledge

1. Knowledge of the Electrical Code and the methods and safety requirements applicable to the work.
2. Knowledge and experience in Industrial and Process Control Electrical work.

Required Qualifications

1. B.C. or Interprovincial Journeyman Certificate in the trade of Electrician.
2. At least 5 years of Journeyman Level experience in a commercial and industrial plant environment.
3. Minimum Field Safety Representative (FSR) level "B".
4. Valid Class 5 B.C. Driver's Licence.
5. Ability to pass and maintain an Enhanced Security Police Information Check.
6. Preference will be given to an applicant with an Inter-provincial Red Seal in Industrial Instrumentation and Process Control.
7. Preference will be given to an applicant with knowledge and experience with Water and/or Wastewater facilities.

Hours of Work

1. Outside day shift – 40 hours per week.
2. Overtime, callouts, and standby as required.