

## POSITION OPENING

**DEPARTMENT:** Public Works  
**POSITION TITLE:** SCADA Process Control Technician  
**CLASSIFICATION LEVEL:** 12  
**SALARY RANGE:** \$51,925-\$66,007

**QUALIFICATIONS:** Graduation from an accredited college or university with an Associate's Degree in Process and Automation Control Systems or related degree. Five years' experience involving Industrial Process Control Systems or Five years' experience involving Industrial Electrical Power systems or any equivalent combination of education, experience and training which provides the knowledge, skills and abilities necessary to perform the work. Candidate should have a valid New Hampshire driver's license.

**DUTIES/RESPONSIBILITIES:** Ability to create SCADA network health reports, build/modify SCADA screens, check PLCs for functionality, calibrate flow measuring and water quality monitoring equipment, and PLC programming. Experience with Intellution I-Fix software preferred. Electrical duties include installation, maintenance, troubleshoot, repair, and upgrade LAN network, telemetry system to off-site facilities, VFDs, 4-20 control systems, and electrical systems and motors.

### **Essential Job Functions**

1. Assist SCADA Manager with administration of security, password, and other functions to maintain the integrity of existing and future SCADA systems, including but not limited to: Perform file management, data backup and system restores, perform PLC ladder logic, function-block and related programming for both existing and new control systems, implement mobile technologies for operating and management staff, as well as develop and track maintenance programs for SCADA, monitoring, metering and related equipment - documenting various work activities including maintenance, calibration data, changes to existing systems and proposed designs.
2. Installation, calibration and maintenance of on-line monitoring and metering equipment. Train staff to assist with maintenance tasks.
3. Flow testing and maintenance of master meters.
4. Assist operational staff in tracking and operating treatment control systems.
5. Update and track software upgrades necessary to keep systems operating optimally. Apply firmware updates, hardware drivers, software patches, service packs, and other similar solutions when deemed necessary.
6. Assist in the development of Standard Operating Procedures and staff training related to SCADA and related equipment. Hold training sessions for groups and individuals.
7. Inspects and tests equipment to identify causes of problems and ensures proper operations.
8. Determines parts needed to make repairs. Prepares purchase order requests for such parts. Maintains the inventory of those parts deemed vital to facility operations.
9. Performs technical tasks to troubleshoot various systems including wiring, mechanical and electrical equipment, and related systems.
10. Maintains job-related files, records of drawings, maintenance records and other facility documentation.
11. Utilizes word processing, spreadsheet, database (the City has VueWorks and GIS systems in place currently), and presentation software to enter, retrieve, review or modify data; verifies accuracy of entered data and makes corrections where applicable.
12. Responds to after hour calls or to emergency situations; participates in emergency preparations for storm, hurricane, and/or security operation.
13. Attends industry based training upon approval and stays up to date on the latest industrial automation trends.
14. Performs other duties as assigned by the supervisor.

### **SCOPE OF EXAMINATION:**

Competitive Examination which includes a personal interview

**Finalist must complete pre-employment screening, drug testing & background check.**

### **APPLY TO:**

City of Portsmouth  
Human Resources Office  
1 Junkins Ave.  
Portsmouth, NH 03801

Human Resources Director:  
Dianna Fogarty  
(603) 610-7270

The City of Portsmouth is an Equal Opportunity Employer.

**DATE POSTED: July 13, 2017**

**Date Closed: Until Filled**