



CITY OF CARMEL
invites applications for the position of:
SCADA Controls
Supervisor

An Equal Opportunity Employer

SALARY: \$71,344.00 - \$85,612.00 Annually

OPENING DATE: 01/06/22

CLOSING DATE: 01/20/22 11:59 PM

POSITION SUMMARY:

The purpose of this position is to perform a wide variety of skilled duties in the Programming and Technical support of Supervisory Control and Data Acquisition (SCADA) hardware and software. Maintaining Scada computer hardware and software systems and assisting as needed with the installation, repair and maintenance of electrical and electronic equipment required for water treatment plant operations and systems.

ESSENTIAL JOB FUNCTIONS:

The following duties are normal for this position. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

- Performs skilled programming ,corrective and preventative maintenance on the Scada System
- Troubleshoots and resolves Scada programming problems and writes programs for new and enhanced Scada functions
- Creates, implements, maintains and repairs process control systems.
- Creates and updates electrical and electronic Autocad / Visio schematics.
- Creates and updates Scada graphics for computer monitoring
- Modifies Scada alarm dialing program as needed
- Installs, troubleshoots, repairs, calibrates, programs and maintains a variety of electrical and electronic equipment, which may include motors, plant controls, well controls, booster station controls, plant and well flow metering, fiber optics, programmable logic controllers, gas monitors, test equipment, laboratory instruments, level measuring equipment, telecommunication equipment, variable frequency drives, radio telemetry equipment, heating and air conditioning equipment, and indoor/outdoor lighting.
- Assist with various electrical repair tasks; installs or removes conduits, switches, electrical equipment, pumps, switch gear and circuit breakers.
- Installs, repairs and calibrates equipment in permit-required confined spaces.
- Inspects, tests, and monitors machinery, equipment and parts for proper operations; makes adjustments, repairs or replacements as appropriate; reports faulty equipment and problem situations to Supervisor.
- Performs general cleaning and maintenance tasks necessary to keep vehicles, equipment and tools in operable condition, which may include inspecting equipment, checking and cleaning shop and work areas; monitors equipment operations to maintain efficiency and safety; reports faulty equipment.
- Maintains inventory levels of parts, equipment, tools, or supplies; initiates orders for new or replacement materials.
- Utilizes precautionary safety equipment and monitors work environment to ensure safety of self, employees and other individuals.

- Maintains awareness of new trends and advances in the profession; reads professional literature; maintains professional affiliations; attends workshops and training sessions as appropriate.
- Maintains records on Shared Server of Scada Process and System Changes.

Non-essential Job Functions:

- Performs other related duties as required.

KNOWLEDGE, SKILLS & ABILITIES:

- Knowledge of electrical and electronic equipment, systems and processes as they pertain to a water treatment facility.
- Ability to collect, coordinate, review, classify and analyze data.
- Ability to utilize a variety of reference, descriptive, advisory and design data and information to make technical decisions.
- Ability to exercise discretion in analyzing and selecting from alternative courses of action.
- Ability to provide guidance, assistance and interpretation regarding the application of procedures and standards to specific situations.
- Ability to communicate effectively; includes ability to speak and write clearly and to interact with members of the department, other City departments and outside agencies to exchange information and resolve problems.
- Ability to perform moderately complex algebraic and geometric operations; ability to read charts, graphs and schematics.
- Ability to operate a personal computer utilizing word processing, spreadsheet, database management, inventory, programming, plant operation, electrical troubleshooting and other software applications as may be necessary to perform essential job functions.
- Ability to operate a variety of machinery, equipment and tools associated with department projects, which may include plant controls, booster station controls, pumps, electrical equipment, electronic equipment, gas monitors, flow meters, gauges, electrician tools, mechanic tools, calibration equipment and diagnostic instruments.
- Ability to operate a motor vehicle to conduct work activities.
- Ability to respond to 24-hour call-out.
- Ability to exert heavy, though not constant, physical effort, typically involving some combination of climbing and balancing, stooping, kneeling, crouching and crawling, and the lifting, carrying, pushing and/or pulling of objects and materials weighing 21-50 pounds; may occasionally involve objects and materials up to 100 pounds.
- Performance of essential functions may require exposure to adverse environmental conditions, such as odors, wetness, fumes, temperature and noise extremes, machinery, electric currents, traffic hazards, toxic agents, disease or pathogenic substances.

QUALIFICATIONS REQUIRED TO PERFORM ESSENTIAL JOB FUNCTIONS:**Qualifications Required to Perform Essential Job Functions:**

- Associate's degree with course work emphasis in PLC Programming ,electrical engineering or electronics engineering .
- Three (3) to five (5) years experience that includes experience with Rockwell RSLogix 5000 & FTview SE Scada Software,Winn 911 Scada Alarm Notification Software, radio telemetry, electrical and electronic maintenance and Scada computers operations and programming
- Or any equivalent combination of education, training and experience that provides the requisite knowledge, skills and abilities for this position.
- Must possess and maintain a valid Indiana driver's license.

The City of Carmel, Indiana, is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the City will provide reasonable accommodation to qualified individuals with disabilities.

APPLICATIONS MAY BE FILED ONLINE AT:

<http://www.carmel.in.gov>

Job #2022 - 003
SCADA CONTROLS SUPERVISOR
JS

OUR OFFICE IS LOCATED AT:

One Civic Square
Carmel, IN 46032
317-571-2465
317-571-2467
hr@carmel.in.gov

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