

Lavaca-Navidad River Authority

Job Description

Job Title:	Instrumentation and Electronics Technician
Department:	Project Operations and Technical Services
Reports To:	Director of Technical Services
FLSA Status:	Non-Exempt
Salary Range:	\$20.00 - \$39.66 per hour
Prepared By:	Human Resource Manager
Approved By:	General Manager
Approved Date:	September 2022

Summary

The incumbent of this position performs work related to the installation, maintenance, operation, inspection, testing and repair of a variety of control systems equipment including, but not limited to; electrical, electronic, pneumatic, microprocessor and variable frequency drive, electromechanical, digital, telemetry, and analog components, System Control and Data Acquisition (SCADA) equipment, radios, computers, telephone systems, electrical circuits and various electronic equipment.

Essential Duties and Responsibilities include the following. Other duties may be assigned.

Installation, inspection, repair and maintenance of telemetry and System Control and Data Acquisition (SCADA) equipment, radios, computers, telephone systems, electrical circuits, refrigeration systems and other various electronic equipment.

Verify the accuracy of instrumentation and metering equipment and repair as needed.

Take action to protect instrumentation under emergency conditions.

Respond to emergency situations as directed by supervisor.

Maintain inventory of spare parts and equipment.

Generate an estimate or material list needed for new installations.

Generate and maintain as built documentation for use within I&E Division.

Assist Management Staff as needed.

Comply with LNRA Safety Manual.

Supervisory Responsibilities

This position does not include supervisory responsibilities.

Qualifications

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Education and/or Experience

Associate's degree (A. A.) or equivalent from two-year college or technical school with two (2) years related experience; or equivalent combination of education and experience.

Language Skills

Communicate effectively in the English language, both orally and in written form.

Mathematical Skills

Intermediate math skills.

Reasoning Ability

Intermediate reasoning ability skills.

Computer Skills

To perform this job successfully, employee must be proficient with a computer and Microsoft Office. Knowledge and experience in electrical programming and maintenance software preferred.

Certificates, Licenses, Registrations

Valid Texas Driver License. Insurable driving record.

Other Skills and Abilities

Ability to read and understand construction drawings. Ability to establish and maintain effective working relationships with other employees, vendors, contractors and the general public. Read and understand analog and digital indicators. Read, understand and explain technical manuals, construction drawings, electrical diagrams, schematics and material data safety sheets. Strong troubleshooting skills and ability to interpret and implement results. Respond to emergency situations at any time with minimum delay.

Other Qualifications

Occasional travel may be required. Must be able to work a flexible work schedule including: shift work, days, nights, weekends, and holidays. May be subject to call 24 hours a day. This position is considered safety sensitive and will be subject to random drug and alcohol testing.

Physical Demands

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this Job, the employee is regularly required to use hands to finger, handle, or feel; reach with hands and arms and talk or hear. The employee is frequently required to stand; sit and stoop, kneel, crouch, or crawl. The employee is occasionally required to walk and climb or balance. The employee must frequently lift and/or move up to 50 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception and ability to adjust focus.

Work Environment

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this Job, the employee is frequently exposed to risk of electrical shock. The employee is occasionally exposed to wet and/or humid conditions; moving mechanical parts and outside weather conditions. The noise level in the work environment is usually moderate.

Tools and Equipment Used

Automobile, light trucks and trailers, electrical testing equipment, computer calculator, copy machine, telephone, pager, two-way radio, gages, meters and levels, hand and power tools, and safety equipment.

Personal Protective Equipment is provided and should be used when applicable.