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## HYDRO ROVING OPERATOR AND MAINTENANCE COORDINATOR Job Specifications

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<b>Job Title</b>	HYDRO ROVING OPERATOR
<b>Salary</b>	\$60.00 to \$95.00 per hour depending on experience and job skills
<b>Summary Description</b>	To operate and maintain SSWD's hydroelectric project and related facilities in accordance with established procedures and standards. To plan, organize, and coordinate mechanical and civil maintenance activities for the District's hydroelectric facilities; and to perform a variety of technical tasks relative to assigned area of responsibility.
<b>Distinguishing Characteristics</b>	This class is a journey level technical classification. Employees at this level receive only occasional instruction or assistance as new, unusual or unique situations arise and are fully aware of the operating procedures and policies within the work unit.
<b>Supervision Received and Exercised</b>	Receives general supervision from the District General Manager.
<b>Examples of Duties, Operations</b>	<p>The following duties are typical for this classification. Incumbents may not perform all of the listed duties and/or may be required to perform additional or different duties from those set forth below to address business needs and changing business practices:</p> <p>Monitor, control and operate hydroelectric plants and related facilities and make operational changes as directed/required within established procedures and safety practices.</p> <p>Perform routine operational maintenance on electrical and mechanical equipment. Document various readings and work performed and maintains records and log books.</p> <p>Troubleshoot operational problems.</p>

	<p>Maintain operations records and logs.</p> <p>Monitor and regulate water releases.</p> <p>Perform routine housekeeping on facilities.</p> <p>Assist with the coordination of the delivery of parts and supplies.</p> <p>Clean trash racks, gates, and other equipment.</p> <p>Interpret single and three line diagrams, create switching orders, and clear equipment of hazardous energy.</p> <p>Recognize, evaluate and respond to abnormal operating conditions including emergency call-outs.</p> <p>Monitor and/or maintain regulatory water flow requirements.</p> <p>Perform routine operations tests on plant equipment.</p> <p>Collect samples.</p> <p>Adjust equipment.</p> <p>Build and maintain positive working relationships with co-workers, other District employees and the public using principles of good customer service.</p> <p>Perform related duties as assigned.</p>
<b>Examples of Duties, Maintenance Coordination</b>	<p>The following duties are typical for this classification. Incumbents may not perform all of the listed duties and/or may be required to perform additional or different duties from those set forth below to address business needs and changing business practices:</p> <p>Assist in the implementation of goals and objectives and establish schedules for the mechanical and civil maintenance of Agency hydroelectric facilities and implements policies and procedures.</p> <p>Plan, prioritize, and coordinate the work of staff or contractors involved in mechanical and civil maintenance activities associated with hydroelectric turbines and associated governors, intake gates and valves, dam spillway gates and controls, penstocks and related equipment.</p> <p>Evaluate operations activities and recommend improvements and modifications and prepare various reports on operations and activities.</p> <p>In coordination with the District General Manager, participate in budget preparation and administration including preparing cost estimates for budget recommendations, submitting justifications, supplies, equipment and services, and monitoring and controlling expenditures.</p> <p>Conduct tailboard safety meetings with mechanical/civil maintenance staff.</p> <p>Monitor the work of contractors and vendors performing mechanical maintenance work.</p> <p>Prepare and maintain records of mechanical and civil maintenance work performed.</p> <p>Monitor all hydroelectric mechanical equipment for required maintenance and repairs.</p> <p>Enforce proper safety practices related to working on and around hydroelectric generating units and facilities.</p>

	<p>Build and maintain positive working relationships with co-workers, other District employees and the public using principles of good customer service.</p> <p>Perform related duties as assigned.</p>
<b>Required Qualifications - Knowledge of</b>	<p>Principles and theory of equipment used in hydroelectric power generation and transmission.</p> <p>Hydroelectric facility operating procedures and policies.</p> <p>Routine building maintenance and housekeeping.</p> <p>Basic electrical and mechanical maintenance and repair practices.</p> <p>Use of Supervisory Control and Data Acquisition (SCADA) systems.</p> <p>Record keeping practices.</p> <p>Electrical and mechanical maintenance safety requirements.</p> <p>Modern office equipment including word processing, database and spreadsheet applications.</p> <p>Principles and practices of customer service.</p>
<b>Required Qualifications - Ability to</b>	<p>Operate a motor vehicle, including snow vehicles, safely and effectively.</p> <p>Perform routine electrical, mechanical and building maintenance duties efficiently and effectively.</p> <p>Learn and adhere to project FERC license requirements.</p> <p>Follow oral and written instructions and directions;</p> <p>Work independently with limited supervision.</p> <p>Learn Agency hydroelectric facilities and locations.</p> <p>Follow safety regulations and requirements.</p> <p>Maintain maintenance and operation records and documentation.</p> <p>Use SCADA system to monitor and control hydroelectric facilities.</p> <p>Learn CPR and first aid.</p> <p>Operate a computer using word processing, business software and other office equipment.</p> <p>Communicate clearly and concisely, both orally and in writing.</p> <p>Establish and maintain effective working relationships with those contacted in the course of work.</p>
<b>Working Conditions</b>	<p>Work is carried out in an outside environment with exposure to various weather conditions.</p> <p>Frequently sit while operating a vehicle.</p> <p>Frequently twist to reach equipment and perform simple grasping and fine manipulation to write and use keyboard.</p> <p>Frequently climb, stoop, kneel, crouch, reach, stand and walk.</p> <p>Frequently push, pull, grasp and carry while walking.</p> <p>Occasionally work on various types of terrain and footing which may be slippery.</p> <p>Frequently lift up to 75 pounds.</p> <p>Occasionally work in confined spaces.</p>

	Employees must be able to respond to calls with an arrival time of one hour or less.
<b>Experience and Education</b>	<p>Any combination of education and experience that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:</p> <p>Experience: Two years of progressively responsible experience in the operation and maintenance of hydroelectric power stations and related equipment and facilities.</p> <p>Education: Equivalent to graduation from high school. Completion of a hydroelectric operator apprenticeship or training program is highly desirable.</p>
<b>License or Certificate</b>	Possession and maintenance of a valid California driver's license and acceptable driving record.