

ASSISTANT OPERATOR/SYSTEM CONTROLLER

FUNCTION: Power Plant

DESCRIPTION OF WORK:

Under direct supervision, assists in the operation of a diesel driven electric power generation plant.

EXAMPLES OF WORK:

Essential Functions

Assists in the operation of a diesel powered electric generation plant and distribution system; stands watch and calls for operator if plant is to be "put on the line"; controls fuel feed to insure proper combustion and to eliminate waste; observes and controls tread meters and control board; monitors and throws primary switches for distribution system; keeps watch on ties from other sources of power; maintains constant alert to ascertain any malfunctions in equipment; takes immediate initial remedial measures and reports malfunction to operators; changes flow meter charts; maintains fuel supplies and usage records; maintains correct fuel levels; reads regulators, temperature, meters, and related gauges or charts and transfers data to log sheet; operate computer system; cleans and lubricates all equipment and components; maintains building and grounds around the plant; prepares and maintains records and reports of electricity purchases and usage as required; participates in maintenance and cleaning of diesel and generator units; performs related work as required. Answers phone calls after business hours and weekends and dispatches service personnel (after hours) to perform evening, weekend, and holiday work.

Non-essential functions

None listed.

REQUIRED KNOWLEDGE, SKILLS AND ABILITIES:

Knowledge of: the safest and most efficient operation and applicable safety precautions; **preferred advanced computer skills**; ability to: learn the methods and practices used in the operation of diesel powered electric generators; make minor repairs to equipment and participate in making major repairs; react quickly and calmly in emergencies; follow oral and written instructions; communicate effectively with co-workers and supervisors; be self motivated and willing to learn.

TRAINING AND EXPERIENCE:

Any combination of training and experience that will provide the incumbent with required knowledge, skills and abilities to perform the assigned work. Applicable certifications may be required.

WORKING CONDITIONS:

This position normally works in an enclosed building environment; some danger of explosion is present in some of the tasks to be performed. The normal workweek is 40 hours; however, the position is subject to emergency response in the event of a power failure.

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