

## **CITY OF HAMILTON**

### **PUBLIC WORKS DEPARTMENT** **(HAMILTON WATER DIVISION – PLANT OPERATIONS – LOCATION – 700 WOODWARD AVE.)**

#### **INSTRUMENTATION TECHNICIAN – HOWEA 772**

#### **SUMMARY OF DUTIES**

Perform all duties required by the trade of an Instrumentation Technician including, but not limited to, the following: troubleshooting, repair, and operational and basic predictive and preventative instrumentation maintenance duties and associated installations for the water and wastewater treatment facilities and outstations. This will involve exposure to varying climatic conditions, potential exposure to trace chemicals of treatment chemicals, sludge, water and wastewater, and working at computer terminals, working on computer via work truck, and working at heights and in confined spaces.

Must be self-motivated with a strong team working skillset, able to work both independently and as part of a team. Must excel at planning, organizing, and implementing work pertaining to breakdown and predictive and preventive maintenance on instrumentation equipment.

#### **GENERAL DUTIES**

Adjusts, inspects and evaluates process performance and the equipment to optimize efficiency and effectiveness in accordance with established procedures. Calibration and trouble shooting of chlorine analyzers, pressure and flow transmitters, and chemical equipment are examples of instrumentation equipment currently used in the process of Waste and Wastewater.

Carries out various test procedures required to monitor equipment conditions.

Proficient in the use of the City's embedded maintenance software programs for water and wastewater treatment equipment.

Ability to proficiently use software applications such as MS Office (Word, Excel, & Outlook) to carry out necessary tasks.

Maintains logs and records pertaining to equipment performance and conditions in accordance with established procedures.

Performs housekeeping/janitorial duties in work areas.

Undertakes all assigned duties in a safe and professional manner, complying with City of Hamilton Safety Policies, and in accordance with the Occupational Health & Safety Act, WHIMS and all other applicable legislation.

Assists facility personnel in a variety of duties as required. Performs operational duties such as, but not limited to, starting and stopping of pumps, adjusting equipment, operating valves, adjusting process controls, etc.

Works in accordance with the provisions of applicable Health and Safety legislation and all City of Hamilton corporate and departmental policies and procedures related to occupational Health and Safety.

Performs other duties as assigned which are directly related to the responsibilities of the position.

## **QUALIFICATIONS**

1. Valid Provincial Instrumentation & Control Technician **447A License**.
2. Proven Apprenticeship is preferred. Experience in the following: calibration, testing, troubleshooting, repair, and predictive and preventative maintenance duties to instrumentation located at water, wastewater treatment & outstation installations OR large industrial plants such as manufacturing and/or utilities.
3. Proven knowledge, experience, and proficiency in using maintenance programs for water and wastewater treatment equipment and/or manufacturing or utilities equipment.
4. Must have experience in pneumatics, hydraulics, electronics and instrumentation and controls equipment.
5. Must be able to obtain by examination within probation period or already possess:
  - a. Operator-in-training Wastewater Treatment Certificate of Competency
  - b. Operator-in-training Wastewater Collection Certificate of Competency
  - c. Operator-in-training Water Treatment Certificate of Competency
  - d. Operator-in-training Water Distribution Certificate of Competency

In addition, must be able to obtain Level 1 certification in all classifications listed above within six (6) years to continue employment:

6. Must be self-motivated with a strong team working skillset, able to work both independently and as part of a team. Must excel at planning, organizing, and implementing work pertaining to breakdown and preventive maintenance on Instrumentation equipment
7. Thorough knowledge and understanding of statutes, regulations, and by-laws affecting the department/section (e.g. Occupational Health & Safety Act Regulations, Environmental Protection Act, Safe Drinking Water.
8. Must have a high level of computer skills in the use of software applications such as MS Office (Word, Excel, & Outlook) and asset management applications such as Hansen and Enterprise Asset Management
9. Must possess a driver's license, Class 'G' or better valid in the Province of Ontario with a point-free driving record and/or a record found to be satisfactory to the City of Hamilton.
10. To be able to perform this job function a person must be able to wear and maintain self-contained breathing apparatus and be able to pass a full face mask fit test.
11. Must be able to report on-call, outside normal work hours and to report to various work sites.
12. Must be able to work in varying climatic conditions with potential exposure to trace amounts of treatment chemicals, sludge and water & wastewater.
13. Must be able to work both at heights and in confined spaces.
14. Must be able to lift up to up to 23 kg (50 lbs) when required.

**THIS POSITION REQUIRES A VALID CLASS "G" DRIVER'S LICENCE AND PROOF THEREOF IS REQUIRED AFTER HIRE.**

## **NOTE:**

Job Description #: 5438

As a condition of employment, the successful applicant(s) will be required to obtain a satisfactory Criminal Record and Judicial Matters Check at their own expense prior to being able to work in this position.

**THE INCUMBENT SHALL COMPLY WITH ALL HEALTH AND SAFETY POLICIES AND PRACTICES FOR THIS POSITION AND THE WORKPLACE.**

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