



1723 Falling Creek Road  
Bedford, VA 24523-3137  
(540) 586-7679 (phone)  
(540) 586-5805 (fax)  
brwa@brwa.com

## JOB DESCRIPTION

Position: **Facilities Technician**

Reports to: Maintenance Manager

Status: Nonexempt

### A. Purpose of Position

Under the direction of the Facilities Maintenance Supervisor, the person in this position performs the installation, operation, maintenance and repair of electrical and mechanical systems throughout the water and wastewater system.

### B. Duties and Responsibilities

1. Performs difficult technical and skilled work in the maintenance of pumps, electrical motors, controls, and electronic instrumentation at pumping stations, water treatment plants, and wastewater treatment plants.
2. Performs preventative maintenance, repairs, and installs of electrical panels, starters, lights, heaters, wiring, receptacles, breakers, ballasts, switches, and other electrical devices.
3. Troubleshoots and repairs electrical problems.
4. Checks status of various equipment in the field, make adjustments and repairs as needed, reports equipment status and condition to supervisor.
5. Responds to alarms and takes corrective actions.
6. Performs or assists in overhaul of equipment.
7. Makes equipment adjustments and repairs to maintain operations within predetermined limits.
8. Restarts equipment after an electrical outage.
9. Identifies and corrects problems such as pump failure, overheated motors, and failing bearings.
10. Removes and reinstalls pumps, motors, seals, and bearings.
11. Switches electrical feeds to operational units such as pumps, feeders, and drives.
12. Unclogs pumps and makes mechanical repairs to pumps.
13. Takes readings from charts and meters and keeps accurate logs.
14. Performs maintenance on supervisory control and data acquisition systems (SCADA).
15. Creates and modifies programs in programmable logic controllers (PLC's) and display panels to ensure continual and reliable operations.
16. Perform other tasks and duties as assigned by the Facilities Maintenance Supervisor.

### C. Supervision Responsibilities

The position has no supervisory responsibility.

### D. Hours of Work

The position typically requires working Monday through Friday from 7:00am to 3:30pm with a thirty (30) minute lunch break. This position is subject to being on-call during the off-hours as may be needed for emergency repairs and diagnostics.

### E. Work Environment and Physical Requirements

While performing the duties of this job, the employee is frequently exposed to moving mechanical parts and vehicles. The noise level in the work environment is usually moderate. This position requires working indoors and outdoors in all weather conditions, including extreme temperatures, in varying terrains, as well as working

in potentially hazardous and confined space environments. This position requires the ability to climb, balance, stoop, kneel, crouch, reach, stand, push, pull, grasp, walk long distances, perform repetitive motions, and stand for long periods of time. Visual acuity is also required for depth perception, color perception, visual inspection, operation of machines, as well as the operation of motor vehicles and equipment. The exertion of up to 50 pounds frequently and 100 pounds occasionally is required.

F. Qualifications

1. Graduate from High School or equivalent diploma is required; Associates in Electrical Engineering Technology or similar field preferred.
2. Thorough knowledge of the repair and maintenance of mechanical devices utilized in water and sewer utility equipment.
3. At least 1 year of experience in PLC's, Allen-Bradley SLC 500's preferred.
4. At least 3 years of experience in electrical work.
5. Knowledge of the methods, materials, and equipment used in the electrical trade.
6. A valid Virginia driver's license and comply with the Authority's Vehicle and Equipment policy.
7. Must possess strong human relations and communications skills so as to be able to effectively communicate with all parties involved in a project.

G. Compensation

This position is compensated as a Pay Band 3 on the Pay Band scale.

H. Condition of Employment

This position serves at the will of the Executive Director.

I have read the full Job Description and understand the contents therein:

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Date signed

\_\_\_\_\_  
Signature