



Protecting Lake Michigan & Our Waterways.

**North Shore Water
Reclamation District**

PROCESS AUTOMATION TECHNICIAN

Install, calibrate, program, maintain and repair on-line process-related instruments located throughout the District's water reclamation facilities. Investigate and troubleshoot a wide variety of process control equipment problems and recommend corrective action.

One to two years of related work experience is desired. Experience working with analytical laboratory equipment and some knowledge of chemistry would be helpful. A valid driver's license is required.

To apply, send a resume to:

North Shore Water Reclamation District
P.O. Box 750
14770 W. Wm. Koepsel Drive
Gurnee, IL 60031-0750
hmail@northshorewrd.org
Equal Opportunity Employer



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JOB DESCRIPTION

Title: Automation Technician **Department:** Process Automation Maintenance

Job Purpose Statement: Perform duties to calibrate, maintain and repair on-line process related instruments located throughout the District's facilities. Evaluate new and existing process related instruments.

Reporting Structure: Coordinator of Process Automation Maintenance

Essential Job Functions:

1. Install, calibrate, troubleshoot and repair on-line analytical instruments such as those used to measure suspended solids, dissolved oxygen, ammonia and hydrogen sulfide content involving mechanical, electronic, electrical and chemical functions.
2. Install, program, calibrate and maintain, level, pressure, temperature and flow meters, DP cells pressure switches and other similar instruments.
3. Investigate and troubleshoot a wide variety of process control equipment problems throughout District facilities and recommend corrective action.
4. Evaluate new and existing process control equipment and process chemicals and report findings.
5. Use specialized standards and chemical reagents to calibrate and maintain equipment.
6. Conduct special sampling procedures to verify equipment performance.
7. Communicate and interact effectively with District Laboratory, Operations and Engineering staffs as well as vendors and outside clients.
8. Perform scheduled maintenance procedures on electrical equipment and instruments.
9. Assist in installation and maintenance of PLC, HMI, and network equipment & peripherals.

Types of Machines, Tools, Equipment (Office and Industrial), Software used:

Calculator, scales and balances, hand tools, bench tools, electrical multi-meter, online programming calibration instruments (i.e. HART), and a variety of analytical test instruments, personal computer and Microsoft Word and Excel.

Physical and Visual Activities:

Physical and visual activities that are commonly associated with the performance of the functions of this job.

Standing, Walking, Sitting, Lifting, Carrying, Pushing, Pulling, Climbing, Balancing, Stooping, Kneeling, Crouching, Crawling, Reaching, Handling, Fingering, Feeling, Talking, Hearing, Acuity far, Acuity near, Depth Perception, Field of Vision.

Physical Demands:

Physical demands commonly associated with the performance of the functions of this job.

Lift 1 - 5 lbs 15% to 40% of the time, 5 - 25 lbs up to 15% of the time, and 25 lbs - 60 lbs up to 15% of the time.

Environmental/Atmospheric Conditions:

Environmental and atmospheric conditions commonly associated with the performance of the functions of this job.

Inside conditions, outside conditions, both conditions, extremes of cold, cold temperature changes, extremes of heat, hot temperature changes, wet, humid, noise, vibration, hazards, fumes, odors, toxic conditions, dust, poor ventilation.

Job Qualification Requirements

Using the information from The Job Performance Requirements Checklist and the information from the top portion of this page, determine the selection criteria for this position. Include only the minimum hiring qualifications.

Knowledge:

- High school diploma.
- Experience installing, maintaining, troubleshooting, documenting and repairing a variety of industrial instrumentation

Experience: One to two years related work experience.

Machines, Tools, Equipment (Office and Industrial), Software: Analytical laboratory equipment.

Licenses/Certifications: Valid driver's license.

Other: Some knowledge of chemistry and/or wastewater treatment is helpful.