

2310.2.3 Under minimal supervision, operates telemetry and process control network allowing wireless communications to the District pump stations using a Supervisory Control and Data Acquisition system (SCADA). Makes routine and emergency remote system operational changes and prepares reports. Must possess excellent computer operational skills and assists in technical training to other field personnel in all areas of SCADA operation; use of computer word processing and spreadsheet programs; current hardware and software systems, principles and techniques of computer operations including security procedures.

2310.2.4 Responsible for field operations, including; maintaining payroll time sheets, recordation of time off, recordation of jobs/project wages. Approves requests for scheduled time off and completes employee evaluations' annually

2310.2.5 Maintains records; including, jobs, system repair, and equipment maintenance, fixed assets records, and physical inventory records, along with annual inventory count. Reviews and approves all Shop/Field purchases for payment.