



Job Description

Title: Power Plant Operator	Dept: Electric	Class: Non-Exempt
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SUPERVISION

The Power Plant Operator reports to the Power Plant Manager.

ESSENTIAL FUNCTIONS

- The functions listed describe the primary purpose of this job. Specific duties or tasks may vary and be documented separately. The employee might not be required to perform all functions listed. Additional duties may be assigned, and functions may be modified, according to necessity.
 - All assigned duties or tasks are deemed to be part of the essential functions, unless such duties or tasks are unrelated to the functions listed, in which case they are deemed to be other (non-essential) functions.
 - Employees are held accountable for successful job performance. Job performance standards may be documented separately, and may include functions, objectives, duties or tasks not specifically listed herein.
 - In performing functions, duties or tasks, employees are required to know and follow safe work practices, and to be aware of City policies and procedures related to job safety, including safety rules and regulations. Employees are required to notify superiors upon becoming aware of unsafe working conditions.
 - All functions, duties or tasks are to be carried out in an honest, ethical and professional manner, and to be performed in conformance with applicable City policies and procedures. In the event of uncertainty or lack of knowledge of City policies and procedures, employees are required to request clarification or explanations from superiors or authorized City representatives.
1. Performs all day to day control desk operations of the power plant facility and grounds.
 2. Responsible for overseeing energy costs, energy purchases, in-house generation, load usage and generating relevant/required reports.
 3. Responsible for starting, maintaining and synchronizing generating units as assigned.
 4. Performs routine tours/inspections on all generating units and power plant equipment and detects/reports faulty equipment as required.
 5. Performs emergency overtime duties for storm and power outage situations as assigned.
 6. Performs maintenance and inspections of equipment as assigned.
 7. Responsible for cleaning power plant facilities and keeping all facilities orderly and safe.
 8. Performs monitoring duties from the control desk for other City departments/systems such as sewage lift stations, water pumps, water tower equipment, weather conditions, and security cameras.
 9. Performs security duties on 2nd and 3rd shift to guard against theft, vandalism and other security threats.
 10. Responsible for dispatching the line crew and/or other City personnel as needed during emergency situations.

11. Demonstrates continuous effort to improve operations, decrease turnaround times, streamline work processes, and work cooperatively and jointly to provide quality seamless customer service.
12. Ability to work overtime to attend to unexpected problems of the department.
13. Other job duties as assigned.

MINIMUM QUALIFICATIONS AT ENTRY

Additional qualifications may be specified and receive preference, depending upon the nature of the position.

Education/Experience:

1. Two years of job-related experience working in the electrical and/or related mechanical field, with an emphasis on computer usage and developing technologies in the field.
2. Graduation from an accredited college and/or trade school in the electric or mechanical field, or an equivalent combination of education and experience sufficient to perform the essential functions of the job, as determined by the City. Additional relevant experience may be substituted for education on the basis of one calendar year of experience for one academic year of education.
3. Strongly preferred candidates will possess knowledge of electric generation, supply, transmission, distribution, and metering processes.
4. Valid Illinois Driver's License.

Competencies (as demonstrated through experience, training, and/or testing):

- Working knowledge of electricity, switchgear equipment and electric applications
- Working knowledge of computer programs and software related to the electrical field
- Working knowledge of pumps, motors, and diesel engines
- General knowledge of plumbing (piping, valves, etc.)
- General knowledge of industrial safety practices
- Ability to work cooperatively with other City employees and the general public
- Ability to communicate orally in the English language
- Ability to understand and comply with simple English written and oral instructions;
- Work under pressure to meet tight time schedules and deadlines, and handle problems and tasks that come up simultaneously or unexpectedly
- Ability to maintain professional composure when dealing with unusual circumstances
- Strong customer service and service delivery orientation
- Perform other essential and marginal functions as assigned

WORKING CONDITIONS (Physical/Mental Demands)

With or without reasonable accommodation, requires the physical and mental capacity to perform effectively all essential functions. In addition to other demands, the demands of the job include:

- Work frequently requires strenuous physical tasks, including bending, stooping and lifting and carrying items weighing 20-50 pounds.
- Remain in a standing position for extended periods of time.
- Prolonged operation of moving equipment both riding/walking over rough terrain
- Coordinate the movement of more than one limb simultaneously (example; operating the clutch and accelerator on a 6-yard dump truck)
- Lift arms above shoulder level.
- Work outside in a variety of environmental extremes such as heat, cold, rain, and dust.
- This classification requires the use of personal or City vehicles on City business. Individuals must be physically capable of operating the vehicles safely, possess a valid driver's license and have an acceptable driving record.
- Maintaining composure in dealing with authorities, clients, citizens, occasionally under conditions of urgency and in pressure situations.
- Must undergo and meet City standards for background and reference checks, controlled substance testing, and physical exams.
- Required ability to handle multiple tasks concurrently.
- Handling and being exposed to sensitive and confidential information.
- Regular talking and hearing.
- Close vision, distance vision, and ability to adjust focus.

Position Type/Expected Hours of Work:

This is a full-time position covered under the terms of the collective bargaining agreement between the City of Geneseo and the IBEW.

Residency

The selected candidate must reside within 15 miles of City Hall within six months of employment in the role.

Travel:

Travel is primarily local during the standard work day.

Please note this job description is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required of the employee for this job. Duties, responsibilities and activities may change at any time with or without notice.

Classification History

Updated 09/08/2020