



POSITION DESCRIPTION

Department	Operation	Reports To	Shift Supervisor
FLSA Status	Non-exempt	Grade	14 O
EEO Category	Operatives - 7		

POSITION SUMMARY

Under direction, conducts duties in a manner that ensures overall plant safety and efficiency. Records readings for auxiliary equipment on a regular basis. Determines needs for equipment repairs and communicates equipment problems and solutions among co-workers.

WORKING CONDITIONS

Industrial environment with ability to exert a high degree of physical effort including lifting, carrying, pushing, pulling, climbing, balancing, standing, stooping, kneeling, crouching, crawling, walking and the assisted lifting of objects and materials up to 50 pounds. Ability to work in confined spaces and high areas with electrical hazards. Ability to work in confined spaces including, but not limited to: generators, transformers, breakers, tanks, wire vaults, scrubber modules, boiler, precipitator, vessels, etc. Ability to work in areas of excessive height including, but not limited to 400-foot stack, 100-foot ball field lights, support structure beams, switchyard structures, manlifts, scrubber module structures, boiler structures, precipitator structures, vessel structures, etc. and to climb into those locations with the necessary tools and safety equipment. Frequently works in environment with loud and continuous noise. Exposure to adverse environmental conditions, such as dirt, dust, odors, humidity, temperature and noise extremes, wetness, strong or toxic agents or chemical, machinery and vibrations. Ability to perceive and discriminate sounds and depths. Specific vision abilities include close vision and distance vision with varied lighting. Use of personal computing equipment, telephone, multi-functioning printer and calculator. Manual dexterity, ability to reach, bend, and use 2-step stool while safely lifting and lowering boxes. Ability to travel to and from meetings, training sessions or other business-related events. May be required to work after hours to include weekends and holidays.

ESSENTIAL FUNCTIONS

Controls and maintains auxiliary equipment to include, but not limited to: pumps, fans, heat exchangers, and condensers, fuel oil system, potable water systems, fire mains, cooling water, service water, ash, lignite and limestone handling, power centers, switchyard, boiler, turbines, etc.

Assists in control and maintenance of coal crushers and conveying equipment.

Conducts regular rounds to check equipment for unusual temperatures, noises, vibrations, pressures, oil levels and alignment.

Keeps logs, charts, visual and audible inspections on equipment and materials then submits reports.

Diagnoses equipment problems and reports needs for major equipment repairs.

Cleans, oils and makes minor adjustments to machinery.

Shovels coal spillage onto conveyors.

Cleans lignite, ash, fuel oil and gear oil spills.

Operates valves and switches.

Transports personnel and equipment around plant and mine.

Loads and unloads trucks.

Participates in rescue and fire brigade activities.

Performs plant-wide housekeeping duties.

Starts lignite stackout system to deliver lignite to appropriate silo.

Assists in dumping truck loads in hopper.

Inspects lignite stackout system, conveyors, zero speed switches, feeder belts, gauges, chutes, motors, belts, bearings, idlers, gearboxes, oil levels, temperatures and pressure gauges.

Inspects and cleans chutes.

Walks conveyors to check for safety hazards.

Maintains cleanliness and safety of work environment to including yard maintenance.

Starts and stops lignite conveyor system, rotary brakes and feeders.

Monitors lignite control board.

Monitors loads in hopper.

Confers with Supervisor for silo levels and obtains correct seams of coal into appropriate silo as necessary.

Unloads bottom ash from dewatering bins into mine trucks.

Washes dewatering bin screens with fire hose, cleans coal off of silos and blows slabs clean with high pressure air hose.



Completes daily and Truck Cycle logs.
Prepares maintenance requests.
Operates front-end loader to perform several tasks including cleaning bottom ash area, hauling and stacking gravel, gathering coal chunks for recycling, pushing ready pile into feeders and assisting in plant cleanup.
Cleans and operates flop gates.
Performs Lockout/Tagout as directed.
Provides back up for Control Room Operators.
Performs other duties, tasks and special projects as assigned.

KNOWLEDGE, SKILLS & ABILITIES

Education	Experience	License & Certification	Testing	Other
<ul style="list-style-type: none"> High school diploma or equivalent 	<ul style="list-style-type: none"> At least 1 year experience in power plant preferred At least 1 year experience with stack out system and front-end loader preferred 	<ul style="list-style-type: none"> Valid Driver License 	<ul style="list-style-type: none"> Criminal background check Non DOT drug test Acceptable MVR 	<ul style="list-style-type: none"> Personal Computing Lockout/Tagout

Special Notes

- Very important to this position are: operation monitoring, critical thinking, operation control, speaking, active listening, quality control analysis, judgement and decision making, monitoring, troubleshooting, complex problem solving, reading comprehension, coordination and writing.
- Important to this position are: oral comprehension, oral expression, problem sensitivity, near vision, inductive reasoning, perceptual speed, speech recognition, written comprehension, finger dexterity and speech clarity.

EMPLOYEE NOTICE

This is a general description of the essential job functions for this position. The description provided is not necessarily inclusive of all essential functions, and does not include all duties, responsibilities and obligations of an employee in this position. Duties, responsibilities, obligations and functions can and will, as necessary, change as required by business necessity. San Miguel Electric Cooperative, Inc. employee job performance is evaluated based on all aspects and functions of the position, whether or not specifically identified in this job description.

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