

 <p><b>STATE OF INDIANA</b> CLASSIFICATION SPECIFICATION</p>	<b>Class Title:</b> Steam Plant Oper 1		<b>Class Code:</b> 004JB1
	<b>FLSA Status:</b> Non-Exempt	<b>Salary Schedule:</b> LTC 1	<b>Effective Date:</b> 9-5-14
	<b>Summary</b> Incumbent provides responsible technical work in all phases of the powerhouse operation in a large state facility. Incumbent is responsible for operation of coal and oil fired boilers which supply steam for heating buildings, operating food service facilities and generating hot water.		

**Duties:**

- Makes periodic inspections of conditions of fires in boilers and determines quality of fire by observation;
- Ensures that powerhouse is operating within appropriate safety standards;
- Adjusts stoker feeder to increase or decrease supply of coal or checks proper adjustments on fire in oil fired boilers;
- Adjusts dampers and forced air to maintain correct fuel-air ratio;
- Takes periodic readings on equipment operations and records all data;
- Maintains water in salt bin at proper level for use in brine tank and checks amount of brine water in tank for softeners;
- Assists in training new employees regarding duties in powerhouse;
- Supervises steam plant personnel and inmates on assigned shift and advises them of special duties on emergency situations;
- Makes a thorough inspection of entire plant upon assuming shift operation to ensure that all conditions are normal;
- Makes decisions on daily operations;
- Assists in annual overhaul and cleaning of boilers, repairing pumps and mechanical equipment and servicing diesel and electrical motors and engines;
- Operates and supervises maintenance of all ecology control equipment;
- Provides supervision of offenders assigned to work on a specific shift in powerhouse;
- Performs related duties as required.

**Job Requirements:**

- Extensive knowledge of all phases of powerhouse operation;
- Extensive knowledge of methods used in operation of coal and oil-fired boilers;
- Thorough knowledge of operating standards to ensure safe, efficient powerhouse;
- Ability to operate and maintain all equipment in, and out of, the powerhouse;
- Ability to work without close supervision and ability to train, work with and direct the work of personnel and inmates assigned to powerhouse;
- Ability and experience to obtain a "Certificate of Competency" from the National Association of Power Engineers;
- Ability to make decisions in emergency situations;
- Effectively communicate, both orally and in writing;
- Ability to perform required tests on boiler water, condensate softeners, etc.

**Difficulty of Work**

Incumbent must maintain knowledge of a variety of tools and equipment used in performing mechanical duties. Work involves performing a variety of moderately complex standardized tasks requiring application of established procedures and guidelines.

**Responsibility:**

Incumbent uses independent judgment in determining malfunctions and making subsequent repairs or in providing preventive maintenance. Incumbent uses technical manuals and knowledge to make decisions. Proper skill and accuracy are required to prevent damage to tools and equipment.

**Personal Work Relationships:**

Incumbent has daily contact with other agency staff or supervisor to discuss work assignments. Incumbent may have contact with outside vendors in the course of performing assigned duties.

**Physical Effort:**

Many skills are required which involve manual dexterity. Heavy lifting of equipment, tools and machinery is also required, but excessive strain is not exerted for sustained periods.

**Working Conditions:**

Work is performed inside and outside powerhouse in all weather conditions. Powerhouse is cool in winter and warm in the summer. Incumbent is frequently exposed to such hazards as heights while repairing boilers and equipment, steam and hot pipes and electrical and moving parts.

**Responsibility:**

Incumbent is responsible for operations and activities in the steam plant on assigned shift. Most tasks are moderately complex, though some are varied. Work is performed under supervision of Steam Plant Supervisor, but works independently as the lead worker on assigned shift. Incumbent makes many daily decisions that affect efficiency of operation of powerhouse in advising and directing duties of others. Also, supervision of inmates requires incumbent to exercise judgment and care in assigning work to inmates and in providing custody of them.