

 <p>STATE OF INDIANA CLASSIFICATION SPECIFICATION</p>	Class Title: Steam Plant Oper 2		Class Code: 004JB2
	FLSA Status: Non-Exempt	Salary Schedule: LTC 2	Effective Date: 9-5-14
	Summary: Incumbent performs responsible technical work in all phases of the powerhouse operation in a state facility on a specific shift. Incumbent is responsible for operation of gas, oil, or coal-fired boilers that supply steam for heating buildings, operating food service facilities and generating hot water		

Duties:

- Makes periodic inspection of conditions of fires in boilers and determines quality of fire by observation;
- Ensures that powerhouse is operating within appropriate safety standards;
- Adjusts stoker feed to increase or decrease supply of coal or checks proper adjustments on fire in gas or 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 softener;
- Assists in training new employees regarding duties in powerhouse;
- Supervises steam plant personnel on assigned shift and advises them of special duties in 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 in case of unusual circumstances;
- Assists in annual and periodic 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;
- Performs related duties as required.

Job Requirements:

- Extensive knowledge of all phases of powerhouse operation;
- Extensive knowledge of methods used in operation of a gas, coal or oil-fired boiler;
- Thorough knowledge of operating standards to ensure safe, efficient and proper operation of powerhouse;
- Ability to operate 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 others;
- Ability to obtain "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.

Responsibility:

Incumbent is responsible for operations and activities in the steam plant on an assigned shift. Most tasks are moderately complex, though some are varied. Work is performed under supervision of Steam Plant Supervisor, but works highly independently as the lead worker on assigned shift. Incumbent makes many daily decisions that affect efficiency of operation of powerhouse by advising and directing duties of others.

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.

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.