



ELECTRICAL DISTRICT NO. 3 OF PINAL COUNTY
HUMAN RESOURCES DEPARTMENT

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POSITION TITLE:	Metering / Telemetry Supervisor	EXEMPT STATUS:	Non-Exempt
DEPARTMENT:		SALARY GRADE:	
LOCATION:	District Office 41630 W Louis Johnson Drive Maricopa, AZ 85138-5402	SALARY RANGE:	
REPORTING RELATIONSHIP:	This position will report directly to MSIDD Director of Operations.	SUPERVISORY RESPONSIBILITY:	This position supervises the metering / telemetry tech.

ED3 is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, ED3 will provide reasonable accommodations to qualified individuals with disabilities and encourage both prospective and current employees to discuss potential accommodations with the employer.

JOB DESCRIPTION:

The following duties are normal for this position. The omission of specific statements of the duties does not exclude them from the classification if the work is similar, related or a logical assignment for this position. Other duties may be required, assigned, and expected commensurate with the needs of the District.

JOB SUMMARY:

This position will report to the MSIDD Director of Operations and is responsible for maintaining and repair of District water metering system and SCADA related devices; which include, but are not limited to, Central Terminal Units ("CTUs") Remote Terminal Units ("RTUs"), Radios, Antennas, Pressure Transducers ("PTs") and Limitorques.

ESSENTIAL DUTIES:

- Responsible for scheduled maintenance, repairs and troubleshooting of the District's water metering and system SCADA related devices used which include, but are not limited to, Central Terminal Units ("CTUs") Remote Terminal Units ("RTUs"), Radios, Antennas, Pressure Transducers ("PTs") and Limitorques.
- Maintain operation and scheduled maintenance of electronic and solar water turnout meters. This includes, but is not limited to, checking meter voltages and replacing batteries; checking and replacing meter solar panels, meter sensors in vaults, weir check turnouts and recalibrate meters.
- Maintain operation of impellor well meters, including greasing schedule of meters, removing and replacing meters as needed.
- Maintain operation and schedule maintenance of the District's radial gate sites, including radios and antennas, PTs, and Limitorque contactors.
- Responsible for inventory control and ordering of meter parts and bearing assembly parts.
- Responsible for submitting daily and monthly reporting.
- Responsible for research and development of metering / telemetry program and equipment to meet the needs of the District.

MINIMUM AND PREFERRED QUALIFICATIONS:**Minimum Qualifications**

- High School Diploma or GED.
- Must hold and maintain valid Arizona driver's license.
- Must be able to operate vehicles with either stick shift or automatic transmission.
- Must pass employment drug screening test.

Requirements

- Ability to diagnose and repair real-time telemetry systems.
- Must be familiar with electronic test equipment including digital volt and ohm meter and logic analyzers.
- Ability to troubleshoot to the component level.
- Must complete and submit daily site visit logs.
- Must have the ability to work independently or as part of a crew.
- The ability to perform basic math calculations and conversions.
- Must have the ability to perform corrective action in emergency situations.
- Must have critical thinking and problem solving skills.
- Working knowledge of basic computer programs such as word processing, spreadsheet, and email.
- Ability to read and follow written or drawn instructions.

Special Requirements

- Ability to measure water via Clausen Weir Stick and/or Ditch Weir.
- The ability to work overtime or various shifts as assigned.
- The ability to multitask.

EXPERIENCE:

- Prefer a graduate from an accredited two-year technical school with courses in match and basic electronics.
- Prefer five years experience with a certification in electronics.
- Basic soldering skills.

PHYSICAL REQUIREMENTS:

- Able to lift a minimum of 50 pounds, occasionally lifting over 100 pounds.
- Able to withstand extreme weather conditions while working.
- The employee is required to stand, walk and use hands to operate objects, tools or controls.
- Must be able sit or stand for long periods of time.
- Must be able to climb, balance, stoop and kneel.
- Must be able to perform physical labor.
- Work in confined spaces if needed.

WORK ENVIRONMENT:

While Performing the duties of this job, the employee regularly must work within the following conditions:

- Close proximity to moving water in irrigation canals.
- Slippery and / or uneven terrain; working in mud and water or over water.
- Outside weather exposure.
- Various work locations, primarily outdoors and often remote to District office and shop.
- Field work required; employee will be exposed to outdoor environment.