



Terrebonne Parish Consolidated Government

JOB DESCRIPTION

POSITION TITLE.....:	Automation Analyst - Hardware
DEPARTMENT.....:	Public Works
DIVISION.....:	Forced Drainage
CLASSIFICATION/GRADE....:	Automation Analyst - Hardware /108
REVISED.....:	03/2015
REPORTS TO.....:	Automation Integration Supervisor
REVIEWED.....:	03/2015
WAGES.....:	Non-Exempt (Hourly)

SUMMARY:

This position is under the general supervision of the Forced Drainage Superintendent and the direct supervision of the Automation Integration Supervisor. This position will provide technical support and analysis of various phases of the day to day technical operations of the division. Work activities in this position consist of performing tasks for Telemetry such as field inspections, basic troubleshooting, and control work. This position requires response at any time to assist with workload or emergencies that may arise.

BASIC FUNCTIONS:

1. Installation of various components of electrical/automation equipment or systems.
2. Install components at various locations around the Parish.
3. Integrate control panels to various types of engines and/or motors.
4. Assemble various control panels using a wide range of components.
5. Test, diagnose and repair various problems that may occur during the normal everyday operation of pump stations.
6. Maintain the operation of control panels, company vehicles and equipment/tools needed to accomplish day to day task.
7. Must be able to use computers, network analyzers, and other assorted test equipment.
8. Performs other duties as may be requested by Automation Integration Supervisor or the Forced Drainage Superintendent.
9. Must be capable of following all applicable safety rules and regulations.

OTHER REQUIREMENTS:

1. Knowledge of electrical/electronic terminology, methods, practices and principals applicable to area of work assignments.
2. Knowledge of basic electrical engineering mathematics, including ohms and power law in three and single-phase applications.
3. Knowledge of electrical drawings, how to read and interpret them and their terminology.
4. Ability to understand and follow oral and written instructions safely.
5. Interface and communicate with other technical resources and other groups within the Parish to solve mutually related problems.
6. Willingness to work in climatic conditions.
7. Incumbent will be a Tier 1 responder and will be required to work during all storm events as a Tier 1 responder.
8. May be required to work shift work.
9. Must have and maintain a valid Louisiana Driver's License.

EDUCATION/EXPERIENCE:

1. High School Diploma or GED Graduate.
2. Over one (1) year of experience in same or related field of telemetry.