

JOB DESCRIPTION

Job Title: SCADA Technician I
Reports To: SCADA Supervisor
FLSA Status: Non-Exempt
Department: SCADA
Date: August 19, 2025

Salary \$50,000 - \$70,000

Summary:

Assist SCADA Technicians in the maintenance, replacement, and repair of existing Supervisory Control and Data Acquisition (SCADA) systems and associated hardware and equipment.

Essential Duties and Responsibilities include the following. Other duties may be assigned.

- Maintain, repair, and replace existing SCADA systems and associated hardware such as electronic, pneumatic, mechanical, and electrical instrumentation and pumps, motors, valves, and other hardware employed in the operation of water treatment, water distribution, and wastewater plants and related systems.
- Provide assistance to production and distribution operations related to SCADA equipment.
- Provide training to operators in use of equipment, software, and manuals.
- Recommend or perform remedial actions to correct problems.
- Respond to call-out and on-call duties as necessary.
- Perform other tasks as designated by supervisory personnel.

Qualifications:

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Education/Experience:

High school diploma or general education degree (GED); or one (1) to three (3) months related experience and/or training; or equivalent combination of education and experience.

Language Ability:

Ability to read and comprehend simple written procedures and instruction manuals. Ability to write simple correspondence. Ability to effectively present information in one-on-one and small group situations to customers, clients, and company employees.

Math Ability:

Ability to add, subtract, multiply, and divide in all units of measure, using whole numbers, common fractions, and decimals. Ability to calculate geometrical factors such as proportions, area, circumference, and volume.

Reasoning Ability:

Ability to define problems, collect data, establish facts, and draw valid conclusions. Ability to interpret an extensive variety of technical instructions in mathematical or diagram form and deal with several abstract and concrete variables.

Computer Skills:

SCADA software, Work Order Processing, Word Processing, Excel, E-Mail, Internet Software.

Other Knowledge, Skills, & Abilities:

Overall understanding of various types of controls and ability to work on the applicable platforms (mechanical, electrical, hydraulic, pneumatic, or a mixed application of all).

Certificates and Licenses:

Valid State of Texas Driver's License. Texas Class C Water Operator Certificate (Groundwater).

Supervisory Responsibilities:

This position has no supervisory responsibilities.

Work Environment:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is occasionally exposed to work near moving mechanical parts and risk of electrical shock. The noise level in the work environment is usually moderate.

Physical Demands:

The described physical demands are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee regularly uses hands to finger, handle, or feel; reach with hands and arms; and talk or hear. The employee is frequently required to walk, stand, sit and stoop, kneel, crouch, or crawl. The employee is occasionally required to climb or balance and taste or smell. The employee may regularly lift and/or move up to 75 pounds.

Specific vision abilities required by this job include close vision, distance vision, depth perception, and ability to adjust focus.