

STATE OF SOUTH DAKOTA CLASS SPECIFICATION

Class Title: Heating Plant Operator

Class Code: 80252
Pay Grade: GD

A. Purpose:

Operates and maintains stationary equipment such as steam boilers to provide utilities such as heat and power for buildings.

B. Distinguishing Feature:

Heating Plant Operator monitors the operation of boilers, pumps, motors, combustion control equipment, and all other devices that ensure proper operation of a power boiler plant.

Heating Plant Supervisor supervises the operation, maintenance, and repair of heating or power systems by formulating operating procedures, performing inspections, and supervising Heating Plant Operators.

C. Functions:

(These are examples only; any one position may not include all of the listed examples nor do the listed examples include all functions which may be found in positions of this class.)

1. Operates a power boiler plant, auxiliary equipment, transmission, and distribution systems to ensure proper heating, air conditioning, refrigeration, and ventilation of buildings.
2. Monitors the operation of boilers, pumps, motors, valves, lines, and all other mechanical equipment to ensure proper operation.
3. Starts up and shuts down equipment in order to meet demands for power and to ensure the equipment is operating within established limits.
4. Monitors meters, gauges, and other instruments attached to equipment and makes adjustments to equipment to ensure specified operating conditions are followed.
5. Tests boiler water and adds necessary chemicals to prevent corrosion or build-up of deposits in the boiler.
6. Maintains logs of relevant facts about the operation and maintenance of the equipment for reference.
7. Performs preventive maintenance checks on boilers, pumps, motors, compressors, valves, water softeners, and all safety and regulating equipment to prevent malfunctions.
8. Performs other work as assigned.

D. Reporting Relationships:

Typically no subordinates report to this incumbent. However, the Heating Plant Operator may instruct, train, or direct the work of new employees or trustees.

E. Challenges and Problems:

Challenges include detecting, identifying, and correcting any trouble that develops; responding to emergency situations and then repairing or replacing necessary parts which may be obsolete; installing materials requiring adaptive techniques in order to complete projects.

F. Decision-making Authority:

Decisions made by the incumbent include adjusting boilers such as lowering steam pressure, mixing chemicals and adding to water, maintenance repairs, and starting up or shutting down equipment in order to meet demands for power and to ensure the equipment is operating within established limits.

Decisions referred include major repairs, purchases, and special situations such as a major breakdown.

G. Contact with Others:

Daily or weekly contact with building maintenance workers to assist during emergency situations, chemical suppliers and vendors delivering supplies, and faculty and staff reporting problems.

H. Working Conditions:

The incumbent is exposed to high temperatures, dust, dirt, and high noise levels from equipment. During maintenance repairs, incumbents come in contact with oil, grease fumes, and smoke and may be required to crawl inside boilers, work in cramped areas, and may be subjected to severe burns.

I. Knowledge, Skills and Abilities:

Knowledge of:

- the methods, tools, and equipment used in maintaining and repairing boilers and equipment;
- appropriate safety precautions;
- regulating and adjusting operating controls.

Ability to:

- operate and maintain various types of power plant equipment;
- perform standard inspections and make minor adjustments to boilers and related equipment;
- follow and carry out instructions and to prepare standard reports;
- perform minor repair or maintenance work on mechanical systems.