



JOB POSTING

Job Title: SCADA Specialist

Location: Kaufman/Athens

Posting Date: 12/12/23 until filled

Summary

To perform installations, enhancements and improvements to SCADA equipment, process control, communications, data acquisition, low voltage electrical, electronic, instrumentation equipment and associated hardware, including the evaluation, selection, installation, and configuration of microprocessor-based devices.

Responsibilities and Authorities

Within the limits of approved board policies, operating guides, and procedures, assumes responsibility and has commensurate authority for the following activities:

- Implement and maintain interfaces to other systems to best leverage the SCADA system and provide additional functionality to the cooperative.
- Create and generate databases for the needs of the cooperative.
- Create and generate reports for the needs of the cooperative.
- Evaluate SCADA system performance to make recommendations for improvements to the user interface and system performance.
- Monitors connectivity of SCADA network and coordinates with other personnel to make corrections to fix any issues.
- Interfaces with O&M personnel in support and enhancement of SCADA systems and coordinates system upgrades to minimize operational impacts.
- Operates and monitors electrical operations and deliveries utilizing the SCADA system.
- Program or setup automation in software implement functionality needed for the cooperative.
- Troubleshooting equipment and software to repair and diagnose any malfunctions in the system.
- Exercises a high degree of discretion and emotional control during periods of extreme stress in working with members, Board members, employees, and other individuals, any of whom may be from diverse cultural backgrounds, and diverse socioeconomic backgrounds, as well as working with professional staff, regulatory staff, and oversight agencies.
- Regular and predictable attendance is an essential function of this position, with or without reasonable accommodation.
- Perform any other duties as assigned by the Manager of Engineering, Director of Engineering and Operations, Assistant General Manager/COO and/or General Manager/CEO.

Education

One-year certificate from college or technical school; or three to one year experience and/or training; or equivalent combination of education and experience preferred. Programming experience if also preferred.

Experience

Minimum of one year experience or related field preferred.

Job Knowledge

Must possess excellent English grammar and spelling and have extensive knowledge of general office procedures, record keeping, use of business machines, filing and other secretarial and administrative functions.

Abilities

Must have strong written/verbal communication skills. Strong people skills, ability to effectively handle competing priorities and complete them in a timely manner and the ability to work independently as required. Must be able to prepare oral and written presentations of complex materials. Computer skills are a must. Use of Excel, Word, Power Point, Access, Internet Explorer, and Microsoft Outlook is required. Must be able to communicate with individuals and small groups. Must be able to read, write and do arithmetic. Must be able to conduct a variety of activities, which requires a high degree of accuracy and attention to detail. Must be able to organize work to meet deadlines. Must be able to maintain corporate confidential information. Must be able to read maps and provide map location numbers. If required to drive, must possess a valid driver's license, and remain insurable by Cooperative automobile insurance carrier.

Working Conditions

Must be able to work outside of regular schedule to maintain operations as required. Will occasionally require travel within and outside the cooperative service area. General office environment with frequent exposure to the outdoors.

Physical Requirements

Light work, requiring exertion of up to 20 pounds of force occasionally and/or up to 10 pounds of force more frequently. Lifting and carrying 10 to 50 pounds occasionally. Sitting majority of the time. Primarily inside work at desk. Must be able to use office equipment such as a copier, computer, and printer. Hazards include electrical and mechanical. Some exposure to dust and dirt.

This job description is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required of the employee for this job. Duties, responsibilities, and activities may change at any time with or without notice.

Due to the nature of an electric utility, all employees are subject to working extended hours, holidays, nights, and weekends with or without notice.

How to Apply

- External candidates may apply at any TVEC office, www.tvec.net, submit resume and online application to P.O. Box 888, Kaufman, TX 75142, or email to addresses below:

Melissa Lewis
lewism@tvec.coop
fax: 469-376-2241