



**DATE ISSUED:** 08/08  
**FLSA:** Non-Exempt  
**PTO:** COVS

## **JOB DESCRIPTION**

### **TITLE**

Power Plant Operator II

### **JOB SUMMARY**

Performs highly skilled work in the operation and maintenance of equipment in a central plant. Responsibilities involve the efficient operation and maintenance of all utility equipment in the central plant including troubleshooting of complex operating breakdowns. Work is performed under general supervision and performance is based upon completion of assignments and results obtained. The performance evaluation is conducted through the performance evaluation system and in accordance with the University Policies & Procedures.

### **ORGANIZATIONAL RELATIONSHIPS**

*Reports to:* Assistant Director, Plant Utilities

*Supervises:* No supervisory responsibilities

### **PRIMARY DUTIES** - *May include, but not limited to the following:*

Performs supplemental support shift work in rotation with other personnel as needed for plant operation (i.e. 2:00pm to 10:00pm shift).

Inspects operation of boilers, chillers, pumps, motors and other equipment.

Places boilers, pumps and air-conditioning units into and out of operation.

Monitors and updates the Energy Management System controlling computer.

Adds chemicals to boilers, chiller and cooling towers.

Cleans, oils, adjusts and repairs equipment.

Reads meters and keeps accurate records of plant operations.

Checks fluid levels in equipment.

Performs Preventive Maintenance tasks as assigned.

Observes gauges, dials, and operation of machinery to insure conformance to processing specifications.

Observes prescribed work and safety rules.

Troubleshoots, repairs, and maintains HVAC-R equipment and systems.

Performs repairs to equipment systems as needed (boilers, chillers, steam systems, etc.)

**ADDITIONAL DUTIES**

Prepares and submits reports.  
May assist with and/or direct work of others as assigned.  
Performs other duties as requested.

**EDUCATION**

High school diploma or equivalent required. Trade school preferred. State certification preferred.

**EXPERIENCE**

Three years of central plant or HVAC-R experience. Job-related vocational training or other education may substitute on a year-for-year basis for the required experience.

**REQUIREMENTS**

Freon recovery certification and/or the ability to be certified within six months of employment. Valid Texas driver's licenses and a safe driving record such as required by the university for Driver's Authorization.

**KNOWLEDGE, SKILLS, AND ABILITIES - The following are essential:**

Knowledge of and ability to work on HVAC-R systems and components.  
Knowledge of and ability to use tools and equipment related to the craft and job assignments.  
Ability to establish and maintain effective work relationships with students, faculty, staff, and the public.  
Ability to distinguish the nature and color of objects by using the eye.  
Ability to effectively communicate orally, both in person and by telephone.  
Ability to effectively deal with the public.  
Ability to respond to emergency situations in a timely manner.  
Work involves physical stamina requiring light to moderately heavy lifting (up to 50 pounds).  
Subject to exposure to inclement weather and extended periods of bending.  
Skill in the operation of vacuum pumps and cleaners, drills, presses, torches, pumps, threaders, wrenches, screwdrivers, pliers and related tools of the trade.  
Ability to represent the department and University in a friendly, courteous, and professional manner.  
Ability to operate or use respirators, breathing machines, eye shields and related safety equipment.

Ability to work in the following conditions: heat, cold, heights, temperature swings, outdoors, indoors, trenches, or around the following conditions: mechanical, electrical, explosive, fume/odor, dust/mites, toxic waste, chemical hazards and noise.

### ***PHYSICAL DEMANDS***

The physical demands described here 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 is occasionally required to stand; walk; sit; clean; crawl; hold; kneel; sort; squat; stoop; twist the body; write by hand while performing essential functions; use hand to finger, handle, or feel objects, tools or controls; reach with hands and arms; climb ladders, stairs; talk or hear, work off ladders higher than 6 feet and / or scaffolding. The employee must have the ability to occasionally lift and/or move up to 50 pounds. Specific vision abilities required by the job include ability to distinguish the nature of objects by using the eye.

### ***WORK ENVIRONMENT***

Employees are responsible for performing their duties in an environment that is free from discrimination, intimidation, coercion or harassment, including sexual harassment. Work is performed indoors and/or outdoors. The noise level is usually moderate to loud. Work is performed in a Plant environment. Exposure to any number of elements and may be required to work in conditions including cold, heat, temperature swings, noise, outdoors and indoors, in trenches, and around mechanical, electrical, explosive, fume/odor, dust/mites, chemical, and toxic waste hazards. May be required to work in locations that involve hazardous environments requiring protective equipment that conforms to OSHA regulations and some physical discomfort due to temperature, dust and noise. May be required to work in confined spaces, on ladders and rooftops, and in adverse weather conditions.

### ***SAFETY***

Assists in the creation of a culture of safety and environmental protection by performing work safely in accordance with departmental safety procedures. Operates equipment safely and reports any unsafe work conditions or practice to supervisor.

*The job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.*

Power Plant Operator II  
Date Issued: 08/08  
FLSA: Non-Exempt  
PTO: COVS

**Employee Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

***Texas Woman's University strives to provide an educational environment that affirms the rights and dignity of each individual, fosters diversity, and encourages a respect for the differences among persons. Discrimination or harassment of any kind is considered inappropriate.***

***Texas Woman's University is committed to equal opportunity in employment and education and does not discriminate on the basis of race, color, religion, sex, sexual orientation, or ethnic origin, age, veteran's status, or against qualified disabled persons.***

***All positions at Texas Woman's University are deemed security sensitive requiring background checks.***