

MAJOR FUNCTION

This is an apprentice training program designed to provide the knowledge, skill and experience needed to qualify for Power Plant Control Room Operator. The apprenticeship experience consists of study and work in the respective specialized area. Class incumbents must make satisfactory progress as the training program develops to include more complex and hazardous demands. Work is performed in accordance with established policies and procedures under the general direction of supervisory or journeyman level workers. Work is reviewed through inspection of work in progress and upon completion. Advancement in the apprenticeship program will be dependent upon successful demonstration of mastery of the required competencies for the applicable apprenticeship progression.

ESSENTIAL AND OTHER IMPORTANT JOB DUTIES**Essential Duties**

Assists in the operation of plant equipment, starts and stops pumps and auxiliary equipment, checks and ensures proper lubrication and cooling on all pumps, motors, fans compressors, etc. Takes and records plant operational data. Inspects plant equipment for faulty operations. Makes regular checks of fuel (liquid and gas) delivery points. Operates manual or automatic fuel systems in firing high pressure boilers. Observes conditions of burners, including placing burners in operation and taking burners out of operation, depending upon load requirements. Checks boilers, furnace and combustion turbines. Operates and monitors equipment from central control room to optimize unit performance. Checks control room interface for proper operation of equipment and reports abnormal conditions and take appropriate action. Performs the necessary operating, regulating and adjusting duties to maintain proper output of the generating units, proper water flows, pressures, temperatures draft conditions and fuel consumption. Maintains control room logs. Assists in the operation of turbine/generator equipment including synchronization of units. Assists in the closing and opening of switchyard circuit breakers and associated disconnects per switching orders. Assists in making the necessary adjustments to maintain generator voltages and unit power factor. Performs related work as required.

Other Important Duties

Assists in maintaining records and reports. Performs clean-up in the general work area when regular assignments are completed. Attends various training courses and engages in independent study of power plant equipment operations and maintenance. Performs related work as required.

DESIRABLE QUALIFICATIONS**Knowledge, Abilities and Skills**

Progressively increasing knowledge of methods and technology essential to the appropriate line of progression. Progressively increasing knowledge of power plant operations and maintenance practices and procedures. Progressively increasing knowledge of applicable safety work practices and rules. Progressively increasing knowledge of occupational and environmental hazards associated with general maintenance and operations. Ability to develop the skills required for the journeyman level work in the respective area of progression. Ability to learn through the theory and application of practices and principles as they relate to the specific line of progression. Ability to follow oral and written instructions, read technical manuals and blueprints. Ability to work cooperatively with other employees and employ good judgment in complying with instructions and safety measures. Ability to work in adverse weather and operating conditions, must be physically able to performing heavy manual tasks. Ability to work at heights, climb ladders and work in enclosed spaces.

Minimum Training and Experience

Possession of a high school diploma or an equivalent recognized certificate.

Necessary Special Requirements

Must be at least 18 years of age.

Must be able to pass a pre-screening and the City of Tallahassee-Electric Department pre-employment assessment test.

Must be medically certified to wear a respirator and pass a respirator fit test prior to employment.

An employee assigned to the Purdom Power Plant, or who may be occasionally required to have unescorted access to the Port Facility portion of the Purdom Power Plant, (as determined by the General Manager-Electric and/or the director of such employee's department), must obtain Transportation Workers Identification Credentials (TWIC) within 90-days of employment, and must maintain such credentials throughout his/her period of employment in that capacity, as a condition of continued employment.

Must possess a valid Class E State driver's license at time of appointment.

Established: 09-20-03

Revised: 06-16-08

09-06-12