



## **SCADA Support Coordinator**

**Category:** Classified/Excluded  
**Pay Grade:** C25  
**Job Code:** 17448

*To perform this job successfully, an individual must be able to perform the essential job functions satisfactorily. Reasonable accommodations may be made to enable individuals with disabilities to perform the primary job functions herein described. Since every duty associated with this position may not be described herein, employees may be required to perform duties not specifically spelled out in the job description, but which may be reasonably considered to be incidental in the performing of their duties just as though they were actually written out in this job description.*

### **JOB SUMMARY**

This position involves the design and development process control applications programs of the countywide supervisory control and data acquisition (SCADA) system. The incumbent solves a variety of complex problems in the absence of technical guidelines or precedents; writes standard documentation using established formats, or documents work performed, actions taken or results by writing one or two brief sentences, and interviews or discusses detailed information. This position works to improve existing systems/procedures that periodically result in new ideas or approaches of considerable significance. Work involves moderately complex to relatively standardized tasks, processes, and operations, following established laws and procedures. The SCADA Manager provides general guidance and requires the employee to plan and apply procedures and methods to attain goals and objectives.

### **ESSENTIAL JOB FUNCTIONS (examples, not all inclusive)**

- Develops graphic control screens; creates historical reports; creates custom process control scripting; creates custom process trending and data tables;
- Oversees area network, maintains multiple Industrial SQL databases; updates data points for real-time and historical databases; creates, edits and troubleshoots reporting problems;
- Coordinates upgrades, expansions, shutdowns, and new installations to Pinellas County Utilities SCADA system; meets with engineering, consulting engineers, integrators, and software and hardware representatives;
- Installs new and updated versions of software; coordinates installations of all new hardware and data communications equipment; maintains web-server for end-user to get data, screens and plant and system alarming;
- Performs custom reporting on various secured sites indicating personnel usage into classified spaces and attempts made by unauthorized personnel;
- Expands and improves remote site communications, monitoring, and data collection methods;
- Responds to trouble call incidents that impact operations;
- Coordinates and assists in the installation and implementation of information processing system, analyzes equipment and recommends modifications;
- Performs other related job duties as assigned.

### **QUALIFICATIONS**

#### **Education and Experience:**

Associate's degree in Computer Science, Engineering Science, Chemistry or a related field and one (1) year of experience in process control/automation systems; or an equivalent combination of education, training and/or experience.

**Special Qualifications** (May be required depending on area of assignment):

- Florida Driver's License or Florida Commercial Driver's License and endorsement, if any.
- Assignment to work a variety of work schedules including compulsory work periods in special, emergency, and/or disaster situations.
- Candidate to obtain and possess certification in designated areas according to area of assignment.
- Other highly desirable knowledge, skills, abilities, and credentials required for a specific position.

**Knowledge, Skills and Abilities:**

- Knowledge of SCADA systems, plant process automation systems to ensure that all systems are efficiently operating 24/7;
- Knowledge and experience with integration of Wonderware HMI/SCADA with Control systems;
- Knowledge of Historian Configuration, Reporting and Integrations;
- Knowledge of Intouch HMI/SCADA Graphics, Trending, Alarms and Integrations
- Knowledge of wide area networking throughout the county for centralized data and control of SCADA, Security, and Alarming;
- Knowledge of Archestra Configuration, Reporting and Integrations
- Knowledge of telemetry systems, data communications, data acquisition and multiple communication protocols, and various communications protocols;
- Knowledge of network equipment, i.e., switches, hubs, protocol converters, fiber devices;
- Knowledge of all major operating systems and environments, server, and server commands and process scripting to ensure data storage and monitor performance.

**PHYSICAL/MENTAL DEMANDS**

The work is medium and requires exerting up to 50 pounds of force occasionally, and up to 30 pounds of force frequently, and up to 10 pounds of force constantly to move objects. Additionally, the following physical abilities are required:

- Crouching: Bending the body downward and forward by bending leg and spine.
- Feeling: Perceiving attributes of objects, such as size, shape, temperature or texture by touching with skin, particularly that of fingertips.
- Fingering: Picking, pinching, typing, or otherwise working, primarily with fingers rather than with the whole hand as in handling.
- Grasping: Applying pressure to an object with the fingers and palm.
- Handling: Picking, holding, or otherwise working, primarily with the whole hand.
- Hearing: Perceiving the nature of sounds at normal speaking levels with or without correction. Ability to receive detailed information through oral communication, and to make the discrimination in sound.
- Lifting: Raising objects from a lower to a higher position or moving objects horizontally from position-to-position. Occurs to a considerable degree and requires substantial use of upper extremities and back muscles.
- Mental Acuity: Ability to make rational decisions through sound logic and deductive processes.
- Pulling: Using upper extremities to exert force in order to draw, haul or tug objects in a sustained motion.
- Pushing: Using upper extremities to press against something with steady force in order to thrust forward, downward or outward.
- Reaching: Extending hand(s) and arm(s) in any direction.
- Repetitive Motion: Substantial movements (motions) of the wrist, hands, and/or fingers.
- Speaking: Expressing or exchanging ideas by means of the spoken word including the ability to convey detailed or important spoken instructions to other workers accurately and concisely.
- Standing: Particularly for sustained periods of time.
- Talking: Expressing or exchanging ideas by means of the spoken word including those activities in which they must convey detailed or important spoken instructions to other workers accurately, loudly, or quickly.
- Visual Acuity: Have close visual acuity such as color differentiation, depth perception, and adequate field vision.
- Walking: Moving about on foot to accomplish tasks, particularly for long distances or moving from one work site to another.

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**WORKING CONDITIONS**

Work is typically performed in a dynamic environment that requires sensitivity to changing goals, priorities, and needs.