



*Protecting Lake Michigan & Our Waterways.*

**North Shore Water  
Reclamation District**

**INSTRUMENTATION TECHNICIAN  
(AUTOMATION TECHNICIAN)**

Install, calibrate, program, maintain and repair on-line process-related instruments located throughout the District's water reclamation facilities. Investigate and troubleshoot a wide variety of process control equipment problems and recommend corrective action.

One to two years of related work experience is desired. Experience working with analytical laboratory equipment and some knowledge of chemistry would be helpful. A valid driver's license is required.

To apply, send a resume to:

North Shore Water Reclamation District  
P.O. Box 750  
14770 W. Wm. Koepsel Drive  
Gurnee, IL 60031-0750  
[hmail@northshorewrd.org](mailto:hmail@northshorewrd.org)  
Equal Opportunity Employer



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## **North Shore Water Reclamation District**

### **JOB DESCRIPTION**

**Title:** Automation Technician      **Department:**      Process Automation Maintenance

**Job Purpose Statement:** Perform duties to calibrate, maintain and repair on-line process related instruments located throughout the District's facilities. Evaluate new and existing process related instruments.

**Reporting Structure:** Process Automation Supervisor

#### **Essential Job Functions:**

1. Install, calibrate, troubleshoot and repair on-line analytical instruments such as those used to measure suspended solids, dissolved oxygen, ammonia and hydrogen sulfide content involving mechanical, electronic, electrical and chemical functions.
2. Install, program, calibrate and maintain, level, pressure, temperature and flow meters, DP cells pressure switches and other similar instruments.
3. Investigate and troubleshoot a wide variety of process control equipment problems throughout District facilities and recommend corrective action.
4. Evaluate new and existing process control equipment and process chemicals and report findings.
5. Use specialized standards and chemical reagents to calibrate and maintain equipment.
6. Conduct special sampling procedures to verify equipment performance.
7. Communicate and interact effectively with District Laboratory, Operations and Engineering staffs as well as vendors and outside clients.
8. Perform scheduled maintenance procedures on electrical equipment and instruments.
9. Assist in installation and maintenance of PLC, HMI, and network equipment & peripherals.
10. Monitor and maintain district Uninterruptible Power Supplies.

#### **Types of Machines, Tools, Equipment (Office and Industrial), Software used:**

Calculator, scales and balances, hand tools, bench tools, electrical multi-meter, online programming calibration instruments (i.e. HART), and a variety of analytical test instruments, personal computer and Microsoft Word and Excel.

**Title:** Automation Technician **Department:** Process Automation Maintenance

**Physical and Visual Activities:**

Standing, Walking, Sitting, Lifting, Carrying, Pushing, Pulling, Climbing, Balancing, Stooping, Kneeling, Crouching, Crawling, Reaching, Handling, Fingering, Feeling, Talking, Hearing, Acuity far, Acuity near, Depth Perception, Field of Vision.

**Physical Demands:**

Lift 1 - 5 lbs 50% of the time, 5 - 25 lbs up to 30% of the time, 25 lbs - 60 lbs up to 10% of the time, and over 60 lbs. up to 10% of the time.

**Environmental/Atmospheric Conditions:**

Inside conditions, outside conditions, both conditions, extremes of cold, cold temperature changes, extremes of heat, hot temperature changes, wet, humid, noise, vibration, hazards, fumes, odors, toxic conditions, dust, poor ventilation.

**Job Qualification Requirements**

**Knowledge:**

- High school diploma.
- Experience installing, maintaining, troubleshooting, documenting and repairing a variety of industrial instrumentation

**Experience:** One to two years related work experience.

**Machines, Tools, Equipment (Office and Industrial), Software:** Analytical laboratory equipment.

**Licenses/Certifications:** Valid driver's license.

**Other:** Some knowledge of chemistry and/or wastewater treatment is helpful.

*This description should not be construed to contain every function/responsibility that may be required to be performed by an incumbent in this job. Incumbents are required to perform other related functions as assigned.*

The starting range for the Automation Technician position is currently **\$58,418/year - \$70,101/year**. The actual starting salary would be commensurate with the successful candidate's experience and qualifications. The District offers the following benefits:

- Health and Dental Coverage (including Flexible Spending Accounts for Health Care and Dependent Care)
- Life Insurance Coverage
- Options for Disability Coverage
- Paid Time Off (PTO)
- Holiday Pay
- IMRF Pension and Other Retirement Plans
- Educational Assistance