

JOB DESCRIPTION

TITLE: CHPP WORKING FOREMAN

DEPT: SITE OPERATIONS, FT. GREELY CHPP

REPORTS TO: SITE MANAGER

WAGE: PER PUBLISHED SCALE

POSITION OBJECTIVES:

This position is responsible for planning, scheduling and supervising the operational maintenance and ensuring the safe and efficient operation of the Ft. Greely Central Heat & Power Plant and related facilities. The Central Heat & Power Plant (CHPP) is an oil fired heating plant with diesel fueled generators. The position is responsible for controlling the operation of the boilers, generators and auxiliary equipment in a safe and efficient manner during the assigned shift. This position is also responsible for synchronizing the operations of the diesel fueled generators with the base grid when the generators are being used for peak shaving. As a working foreman, must also perform a variety of manual, monitoring, testing and reporting functions to ensure proper operation of plant in compliance with air quality permits and other directives. The working foreman must be capable of identifying problems and implementing solutions before they adversely impact the reliability of heat and power to the installation. The working foreman exercises considerable independence of judgment while supervising and coordinating shift and plant operations. While much of the work may be routine in nature, the working foreman must be constantly alert to and aware of the operating conditions of various oiler and control equipment, pumps, motors, chemical controls, instruments, valves, etc. The working foreman will be responsible for providing technical guidance and assist in training other operators during familiarization and on the job training. The number of subordinate operators is determined by conditions at the plant, load, (steam and electrical production) demands placed upon the plant and seasonal maintenance activities. Work and performance metrics are recorded through operational logs and reporting through the supervisory chain. All work is required to be performed in a safe, efficient, environmentally acceptable manner. The working foreman is the primarily responsible individual for insuring accurate recording of plant performance in the operations logbook. The Working Foreman is responsible for determining the overall operational effectiveness of various plant equipment and machinery, identifying trends in plant production, control of steam and electrical production in the plant, directs subordinates in the plant, monitoring and checking plant equipment and machinery operation and assisting with annual operating budget and identifying potential capital projects to improve plant operations.

MAIN ACTIVITIES:

1. Supervise all aspects of the CHPP operations during assigned shift and effectively provide direction to other plant operators.

2. Ensure CHPP is operated in a safe, efficient and economical manner, and in compliance with the Title V air permit.
3. Ensure reliable operational records are maintained and recorded for historical purposes and to document performance metrics for the plant.
4. Participate in annual budget preparation and development of capital improvement projects with the Site Manager.
5. Superior knowledge of the operating principles of equipment and machinery used in the power plant.
6. Perform and evaluate water analysis tests and the proper treatment of boiler water.
7. Ability to read, interpret and adjust various instruments in the plant.
8. Properly operate all equipment and machinery used in the CHPP.
9. Establish and maintain effective working relationships with other employees and supervisors.
10. Ability to understand written and oral instructions and comply with directives.
11. Available to work shift or weekends as part of a normal rotation if required by personnel shortages.

SKILLS AND QUALIFICATIONS:

1. Demonstrate mechanical aptitude of equipment and how to properly maintain plant equipment and systems.
2. Extensive knowledge of the Central Heat & Power Plant and all associated systems.
3. Knowledge of plant controls, tools, equipment and proper procedures to maintain the plant and the ability to operate all the equipment and machinery in the CHPP.
4. Ability to understand and execute written and oral instructions and relay those instructions to subordinate employees and Shift Engineers on subsequent shifts.
5. Sufficient physical strength, ability, dexterity, vision and hearing to perform all duties of this position.
6. Ability to communicate effectively with supervisor, shift engineers and plant personnel.
7. Must demonstrate initiative and be able to work with little supervision.
8. Must be able to analyze plant operations and offer suggestions to improve operational efficiency.
9. Must be able to perform and evaluate water analysis tests and determine the proper water treatment required for efficient boiler operation.
10. Ability to read and interpret all the various instruments in the plant and make equipment adjustments as required.
11. Effectively supervise subordinate shift personnel.
12. Ability to participate in advanced and specialized training in CHPP operations by satisfactory completion of a prescribed course of instruction including written and oral examination.
13. Maintain a Boiler Operator IV License or higher level of certification.
14. Must be able to lift a minimum of 50 pounds to shoulder level and exhibit the dexterity to work in awkward positions. The ability to lift, pull, push or work on uneven surfaces is required.

15. Able to extend arms overhead while performing duties or perform duties while standing, stooping, twisting, bending, kneeling or from a prone position for up to one hour may be required.
16. Must ensure plant and equipment is maintained in a clean and serviceable condition.
17. Must be willing to work shift work when required.
18. Maintain an Alaska Driver's License.

WORKING ENVIRONMENT:

Works primarily indoors and may be exposed to abnormal heat hazards. The work environment is typically a noise hazard area requiring the use of hearing protection throughout the shift. There is a risk of steam burns, falls from ladders and catwalks in inadequately lighted areas. Constant standing, walking, climbing and bending is required. Able to remain focused on operation of the plant for duration of a shift without being distracted. Required to properly wear and use safety equipment as directed, including hearing protection, respirators, coveralls, hard hats, safety glasses and safety shoes. Frequently works alone with little direct supervision and is responsible for overall security and operation of the plant.

CONDITIONS OF EMPLOYMENT:

1. Incumbent must be able to maintain a level of physical fitness to perform the duties of Shift Engineer/Fleet Controller.
2. Maintain a Boiler Operator IV License or higher.
3. The incumbent is subject to pre-hire and random drug testing in accordance with the published policy of Doyon Utilities.
4. Must be eligible to work on a military installation in Alaska.
5. Willingness to be scheduled for shift work when required.
6. Must have a valid driver's license issued by the State of Alaska.
7. Willingness to report for duty during emergencies or to cover shifts under short notice to ensure adequate staffing to operate the plant.
8. Completion of an approved confined space entry class.

EDUCATION AND TRAINING:

High School Diploma or Equivalent
Boiler Operator IV License or higher

EMPLOYMENT CLASSIFICATION:

Non-Exempt/Full Time Permanent