



UNION JOB DESCRIPTION

TITLE: Relayman

DEFINITION:

Under the direction of the Manager, Substation Construction & Operations or designee, performs maintenance tests of relays and controls throughout the District.

DISTINGUISHING CHARACTERISTICS:

This position is responsible for settings and programming of solid state equipment, primarily relays. This classification is the most capable position within the Substation performing electronic troubleshooting, calibration, electronic diagnostics and similar functions. Is required to purchase all personal hand tools under one-inch (1").

This is a bid classification subject to CBA articles 6.2.5 and 6.2.7 where the District will select the successful candidate based on ability and personal qualifications.

BASIC RESPONSIBILITIES:

1. Sets, tests, and proves operation of relays and controls, and associated circuits on breakers.
2. Performs preventative maintenance on relays.
3. Operates substations and equipment as required to perform these duties.
4. Maintains system relay records and data.
5. Performs tests to insure correct operation of the RTU and SCADA.
6. Tests all new and rebuilt substation equipment before placing into service.
7. Ensures a safe and neat working area.

OTHER RESPONSIBILITIES:

1. Performs other related duties as assigned, including duties of Wireman.

MINIMUM QUALIFICATIONS:

These qualifications are those usually exhibited by a person with:

Knowledge of:

- Electronics and trigonometry.
- Three Phase circuit theory.
- District safety and WAC Electrical Safety Rules, Chapter 296-45 WAC.
- First Aid and CPR methods.
- District Policies, Procedures and Directives.
- Collective Bargaining Agreement.
- Computers and computer programs as they apply to protective relaying.

Ability to:

- Read and interpret circuit diagrams as applied to relays and controls.
- Perform electrical tests of relays, circuits and associated equipment.
- Handle tools to repair and adjust relays and control equipment.

- Analyze and resolve problems.
- Communicate and work effectively with all levels of the organization, other utilities and customers.
- Communicate effectively both orally and in writing.

Education/Experience:

- Must be familiar with District Safety, First Aid and CPR methods.
- High School diploma or equivalent.
- Five (5) years experience as the Journey level in an electrical trade.

License , Certification and/or Testing:

- Possess a valid Washington state driver's license.
- Possess a valid First Aid certificate.
- Possess a valid CPR certificate
- Successful completion of an interview process.

WORKING CONDITIONS:

- Work is performed in an outdoor environment in varying weather conditions.
- May be exposed to heat, radiation and loud noises.
- Must be able to lift and carry heavy equipment and materials up to 60 lbs.
- Must be able to work in elevated positions.
- May be exposed to energized equipment.
- Required to respond to emergency call-outs.