



## **STATE OF COLORADO**

### **CLASS SERIES DESCRIPTION**

**July 1, 1999**

### **UTILITY PLANT OPERATOR**

**D6E1TX TO D6E2XX**

#### **DESCRIPTION OF OCCUPATIONAL WORK**

This class series uses two levels in the Labor, Trades, and Crafts Occupational Group and describes work operating, maintaining, and repairing equipment and appliances used to supply heat, conditioned air, refrigeration, water, drainage systems and related utilities. Positions operate boilers, generators, water treatment equipment; monitor control panels and observe systems and adjust gauges, valves, and meters to regulate efficient operation; visually inspect equipment for operational condition, detect malfunctions and make repairs; log readings and record data on operations; test water samples and add chemicals. Some positions may require licensure or certification.

Some positions in this class may operate and maintain co-generation utility plants where the equipment is different than most plants. Typical equipment may be gas-turbine generators, double-ended steam turbine generators, high pressure heat recovery systems, heat exchanges, or chillers. This equipment is highly automated using electronic controls and monitoring systems and may include transmission and/or distribution systems to other power plants. Such positions may also require licensure or certification.

**INDEX:** Utility Plant Operator I begins on this page and Utility Plant Operator II begins on page 2.

### **UTILITY PLANT OPERATOR I**

D6E1TX

#### **CONCEPT OF CLASS**

This class describes the full-operating level. Positions operate independently to perform the full range of tasks and determine solutions to the full range of problems. Judgment is used to select the most appropriate guidelines and adapt them to accomplish the tasks. Positions continually determine practical solutions to problems by applying specific processes, techniques, and methods. Positions serve as a resource to others. Some assignments do not move beyond this level.

**CLASS SERIES DESCRIPTION (Cont'd.)**  
**UTILITY PLANT OPERATOR**  
**July 1, 1999**

**FACTORS**

**Allocation must be based on meeting all of the four factors as described below.**

**Decision Making** -- The decisions regularly made are at the operational level, as described here. Within limits set by the specific process, choices involve deciding what operation is required to carry out the process. This includes determining how the operation will be completed. By nature, data needed to make decisions are numerous and variable so reasoning is needed to develop the practical course of action within the established process. Choices are within a range of specified, acceptable standards, alternatives, and technical practices.

**Complexity** -- The nature of, and need for, analysis and judgment is patterned, as described here. Positions study information to determine what it means and how it fits together in order to get practical solutions to problems. Guidelines exist for most situations. Judgment is needed in locating and selecting the most appropriate of these guidelines which may change for varying circumstances as the task is repeated. This selection and interpretation of guidelines involves choosing from alternatives where all are correct but one is better than another depending on the given circumstances of the situation.

**Purpose of Contact** -- Regular work contacts with others outside the supervisory chain, regardless of the method of communication, are for the purpose of exchanging or collecting information with contacts. This involves giving learned information that is readily understandable by the recipient or collecting factual information in order to solve factual problems, errors, or complaints.

**Line/Staff Authority** -- The direct field of influence the work of a position has on the organization is as an individual contributor. The individual contributor may explain work processes and train others. The individual contributor may serve as a resource or guide by advising others on how to use processes within a system or as a member of a collaborative problem-solving team. This level may include positions performing supervisory elements that do not fully meet the criteria for the next level in this factor.

**UTILITY PLANT OPERATOR II**

D6E2XX

**CONCEPT OF CLASS**

This class describes the supervisory level. Supervisory positions are responsible for a work unit including accountability for the use of equipment, space, and resources. Supervisors directly control the work of assigned staff and determine the work procedures for the unit. This class differs from Utility Operator I on Line/Staff Authority.

**FACTORS**

**Allocation must be based on meeting all of the four factors as described below.**

**CLASS SERIES DESCRIPTION (Cont'd.)**  
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**July 1, 1999**

**Decision Making** -- The decisions regularly made are at the operational level, as described here. Within limits set by the specific process, choices involve deciding what operation is required to carry out the process. This includes determining how the operation will be completed. By nature, data needed to make decisions are numerous and variable so reasoning is needed to develop the practical course of action within the established process. Choices are within a range of specified, acceptable standards, alternatives, and technical practices.

**Complexity** -- The nature of, and need for, analysis and judgment is patterned, as described here. Positions study information to determine what it means and how it fits together in order to get practical solutions to problems. Guidelines exist for most situations. Judgment is needed in locating and selecting the most appropriate of these guidelines which may change for varying circumstances as the task is repeated. This selection and interpretation of guidelines involves choosing from alternatives where all are correct but one is better than another depending on the given circumstances of the situation.

**Purpose of Contact** -- Regular work contacts with others outside the supervisory chain, regardless of the method of communication, are for the purpose of exchanging or collecting information with contacts. This involves giving learned information that is readily understandable by the recipient or collecting factual information in order to solve factual problems, errors, or complaints.

**Line/Staff Authority** -- The direct field of influence the work of a position has on the organization is as a unit supervisor. The unit supervisor is accountable, including signature authority, for actions and decisions that directly impact pay, status, and tenure of three or more full-time equivalent positions. At least one of the subordinate positions must be in the same series or at a comparable conceptual level. The elements of formal supervision must include providing documentation to support recommended corrective and disciplinary actions, signing performance plans and appraisals, and resolving informal grievances. Positions start the hiring process, interview applicants, and recommend hire, promotion, or transfer.

**ENTRANCE REQUIREMENTS**

Minimum entry requirements and general competencies for classes in this series are contained in the State of Colorado Department of Personnel web site.

For purposes of the Americans with Disabilities Act, the essential functions of specific positions are identified in the position description questionnaires and job analyses.

**CLASS SERIES HISTORY**

Effective 7/1/99 (LLB). LTC consolidation study. Water/Wastewater Plant Operator (D1Q1) abolished as vacant. Stationary Engineer (D3L1-D3L2) consolidated. Draft published 3/31/99 and proposed 5/24/99.

Effective 9/1/93 (LDS). Job Evaluation System Revision project. Published proposed 6/1/93. Stationary Engineer (D3L1-D3L2), Water/Wastewater Plant Operator (D1Q1).

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Revised 12/1/86. Changed class code, title, nature of work, entrance requirements, and pay differential on Stationary Engineer I (A4862X), Stationary Engineer II (A4864X) and Supervising Stationary Engineer I (A4866X) and Supervising Stationary Engineer II (A4868X). Changed class code, relationship, and entrance requirements on Water and Wastewater Plant Operator (A4595X).

Revised 7/1/83. Changed relationship on Water and Wastewater Plant Operator (A4595X).

Revised 10/1/79. Changed title, nature of work, entrance requirements, and necessary special requirements Stationary Engineer I (A4862X) and Supervising Stationary Engineer I (A4866X). .

Created 10/1/79. Stationary Engineer II (A4864X) and Supervising Stationary Engineer II (A4868X).

Created 1/1/75. Water and Wastewater Plant Operator (A4595X), Stationary Engineer I (A4862X), and Supervising Stationary Engineer I (A4866X).

**SUMMARY OF FACTOR RATINGS**

<b>Class Level</b>	<b>Decision Making</b>	<b>Complexity</b>	<b>Purpose of Contact</b>	<b>Line/Staff Authority</b>
Utility Plant Operator I	Operational	Patterned	Exchange	Indiv. Contributor
Utility Plant Operator II	Operational	Patterned	Exchange	Unit Supervisor