

Specification for Class of

CONTROL SYSTEMS SUPERVISOR

Abolished Effective July 1, 2007

Definition: Supervises Control Systems Technicians and/or directs a crew of inmates of correctional institutions and performs skilled work in installing, maintaining and repairing electronic and pneumatic environmental control systems.

Typical Work

Supervises Control Systems Technicians at central office and field stations;

Fabricates and tests pneumatic, electrical and electronic circuitry in accordance with plans and diagrams; works independently to improvise as needed;

Checks, adjusts and calibrates recording and indicating devices and equipment such as temperature recorders, air flow testing and measuring devices, pneumatic controls for building systems;

Reads, records and tabulates charts and instrument data for zero deviations and abnormal or erratic fluctuations;

Keeps records of work performed and supplies used; orders supplies as needed; prepares reports;

Performs other duties as required.

Knowledge and Abilities

Knowledge of: equipment, methods and tools used in installations; operation, maintenance, repair and modification of air systems, pneumatic and electronic monitoring and measuring instruments; test instruments used in operation, calibration and repair of electronic and pneumatic instruments; record keeping.

Ability to: read and understand instructional manuals, drawings, diagrams, plans and sketches using electrical and electronic symbols; fabricate minor equipment and electrical circuitry; keep records, make reports; establish and maintain effective work methods; schedule and assign work and maintain cooperative work

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relationships with others; work independently in improvising necessary systems components.

Minimum Qualifications

Two years of experience as a Control Systems Technician or equivalent.

New class

Effective May 13, 1983

Revised January 13, 1984 (emergency basis; permanent basis
February 10, 1984)

Revises definition