CITY OF FORT WAYNE JOB POSTING
Applicants and Employees must meet duties/essential functions and minimum requirements.

Job Vacancy:	**SCADA SYSTEM ANALYST I – Software Specialist**	Department:	City Utilities Engineering
Requisition Number:	2025116		
Hours:	8:00 a.m. – 5:00 p.m., may vary	Rate of Pay:	$73,700.00 - $88,500.00 Annually
Date Posted Up:	1/30/2025	Date Posted Down:	Until Filled
Time Up:	2:00 p.m.	Time Down:	

SUMMARY

The incumbent is responsible for managing their performance in accordance with this job description and the performance expectations provided to them by management. If at any time the incumbent is unsure of their role or specific responsibilities, it is the incumbent's responsibility to refer to their job description and ask for clarification from their supervisor. Management will work with the incumbent, as needed, to ensure performance expectations are clearly communicated and performance goals are achieved. The incumbent is expected to exercise good judgment, independence, initiative, and professional expertise in conducting day-to-day operations. All work duties and activities must be performed in accordance with the City and Utility's safety rules and operating regulations, policies and procedures as well as federal, state, and local regulations.

ESSENTIAL DUTIES AND RESPONSIBILITIES include the ability to interact with the public, City incumbents, and outside agencies with patience, tact, respect, and professionalism and the following. Other duties may be assigned.

PLANNING/JUDGEMENT
- Develop plans and participate as a resource to meet current and future control system, SCADA and Instrumentation & Control (I&C) utility-wide needs;
- Monitor and implement program policies, procedures and service level standards related to the overall utility industrial control software systems;
- Supports and maintains software infrastructure for control systems, data monitoring, and data management servers.

INFORMATION/COMMUNICATION
- Responds to needs for planned and unplanned software repair as needed to support continued operations.
- Performs regular training for internal operational staff for custom software solutions developed;
- Works with facility engineering and operations to help manage or perform all phases of planning for software development projects. Activities include evaluation, documentation, design, programming, implementation, startup and troubleshooting of those systems.
- Responds to requests for information and consultation for control systems issues;
- Works with engineering and operations staff to understand control/SCADA/I&C system problems and to develop solutions to resolve them;
- Assists facility engineering with control system, SCADA / I&C systems project planning and master planning. Identifies opportunities for improvement evaluates new software packages, custom solutions, data collection methods, and equipment controls;
- Strong leadership, excellent verbal and communication skills. Demonstrated ability to work within a team environment to solve technical issues.

- Provides input and information for O&M budgeting processes related to automation and control systems.
- Creates/Maintains custom software solutions compatible with existing Utility control software, data collection systems, and network management tools.

MANAGEMENT/OPERATIONS

- Has knowledge and hands-on experience in the area of industrial controls, including programming of controls systems, graphical interface programming, industrial communications, and instrumentation;
- Assists with repair and replacement planning and prioritization efforts for control systems;
- Knowledge of water and wastewater instrumentation (level, flow, pressure, analytical process monitors).
- Demonstrates a diverse technical experience related to controls engineering planning and implementation;
- Knowledge of industrial control platforms (Induction Automation Ignition preferred). Manage version control, and manufacturer supplied product updates. Ability to troubleshoot software issues.
- Knowledge of industrial communications such as Ethernet/IP. Be familiar with communications hardware including gateways, LAN/WAN communications devices, routers, and wireless communication systems. Ability to troubleshoot connectivity issues;
- Knowledge of SQL Databases and ability to script custom solutions within the database.
- Ability to read, interpret, and create custom scripting in, C, C++,python, and SQL utilizing programming best practices.
- Ability to create custom historical trend on the graphical interface system and interface with non-technical users to be able to provide requested information obtained from the system;
- Ability to use alarm and event logs provided by the SCADA system, industrial communication analyzer tools, and historical trends to aid with troubleshooting of industrial control system anomalies;
- Ability to make minor modifications to PLC programming;
- Interfaces systems with PLC (programmable logic controllers), SCADA (supervisory control and data acquisition), and devices.
- Utilizes CMMS (Computerized Maintenance Management System) to perform scheduled maintenance work on automation and control systems, to record associated labor time and materials, and to enter all necessary and applicable data.
- Arranges the ordering of electronic parts, assists with optimization of automation and control inventory.
- Maintains process network and assists integration with City IT department with business network as necessary.
- Performs maintenance and inspection on information systems, computer systems, instrumentation, telemetry, and communications equipment.
- Maintains virtual network infrastructure.
- Ability to write technical specifications related to software infrastructure.
- Lead development efforts for software-based solutions on the process network.
- Ability to learn and utilize AI software solutions and manage implementation of solutions.

MARGINAL FUNCTIONS
Performs other duties as assigned.

PERFORMANCE EXPECTATIONS
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SUPERVISORY RESPONSIBILITIES

Serves as a technical resource and may assist Operations Management with oversight of electrical technicians during automation projects and associated programming work. Responsible to represent electrical, controls, and automation in projects; manages and gives direction of resources supporting organizational goals. Carries out supervisory responsibilities in accordance with the organization's policies and applicable laws.

QUALIFICATIONS
To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required.

EDUCATION and/or EXPERIENCE
- Bachelor's degree (B. S.) in the engineering discipline of Computer Science or approved equivalent degree from an accredited four-year college or university, or equivalent combination of education and experience is desired;
- Minimum of 2 years of experience in an industrial facility with emphasis on industrial control systems, programming, instrumentation and process automation is desired.

OTHER KNOWLEDGE, SKILLS and/or ABILITIES
- Performs job duties as directed and necessary to fully utilize certifications, licenses, training, etc. that have been obtained per job description requirements and/or City Utilities Engineering Skill-Based Compensation Policy.

LANGUAGE SKILLS
Ability to read, analyze, and interpret scientific and technical information, technical procedures, financial reports, and legal documents. Ability to write reports and procedure manuals, communicate effectively in order to manage staff and represent the program at various meetings. Ability to maintain effective work relationships with operational staff, engineers, contractors and utility customers.

MATHEMATICAL SKILLS
Ability to comprehend and apply principles of advanced calculus, modern algebra, and advanced statistical theory. Ability to work with concepts such as limits, rings, quadratic and differential equations, and proofs of theorems.

REASONING ABILITY
Ability to define unprecedented problems, collect data, establish facts, and draw valid conclusions by extending accepted methods or developing new ones. Ability to interpret an extensive variety of technical instructions in mathematical or diagram form and deal with several abstract and concrete variables. Ability to develop program work plans designed to improve or expand current service levels.

CERTIFICATES, LICENSES, REGISTRATIONS
- Valid Indiana Driver's License, if a City vehicle is used;
- Ignition Gold Certification is desired

PHYSICAL DEMANDS
The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to sit. The employee is occasionally required to stand; walk; use hands to finger, handle, or feel; reach with hands and arms; climb or balance; and stoop, kneel, crouch, or crawl. The employee must frequently lift and/or move up to 10 pounds and occasionally lift and/or move up to 25 pounds. Specific vision abilities required by this job include close vision, distance vision, depth perception, and ability to adjust focus.

WORK ENVIRONMENT
The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job.

While performing the duties of this job, the employee is occasionally exposed to wet and/or humid conditions, moving mechanical parts, fumes or airborne particles, toxic or caustic chemicals, outside weather conditions, extreme cold, extreme heat, and vibration. The employee is occasionally exposed to high, precarious places and risk of electrical shock. The noise level in the work environment is usually moderate.

It is expected that all duties shall be performed in accordance with City of Fort Wayne safety rules and operating regulations.

Applications may be submitted on-line at www.cityoffortwayne.org or using the City of Fort Wayne Human Resources Department computer kiosks located at Citizen's Square, 1st Floor, 200 E. Berry Street, Fort Wayne IN between the hours of 8:00 a.m. – 4:00 p.m. Applicants must be 18 years of age or older. Applicants must be 21 years of age or older to hold a CDL with the City of Fort Wayne. Reasonable accommodations for person with a known disabling condition will be considered in accordance with State and Federal Law.

(Those individuals who accept employment with the City and live outside one of the six contiguous Indiana counties that border Allen County (DeKalb, Whitley, Noble, Huntington, Wells, and Adams) will have six (6) months from their start date to become residents of either Allen County or one of the six counties listed above. Policy and Procedure Number 204 Page: 1 of 1)

Equal Opportunity Employer
All qualified applicants will receive consideration for employment without regards to age, race, color, religion, sex, disability, veteran's status, national origin, genetic information or sexual orientation. Reasonable accommodations for persons with a known disabling condition will be considered in accordance with State and Federal Law.