

ORDINANCE NO. 92-70 AC CMS

AN ORDINANCE CHANGING THE JOB TITLE OF  
ELECTRIC TECHNICAL SERVICES SUPERVISOR IN THE OBERLIN  
MUNICIPAL LIGHT AND POWER SYSTEM TO  
ELECTRIC TECHNICAL SERVICES SUPERINTENDENT,  
AMENDING THE JOB DESCRIPTION AND CHANGING THE PAY RANGE  
FOR SAID POSITION

BE IT ORDAINED by the Council of the City of Oberlin, County of Lorain, State of Ohio, a majority of all members elected thereto concurring:

SECTION 1. That the title of Electric Technical Services Supervisor in the Oberlin Municipal Light and Power System is hereby changed to Electric Technical Services Superintendent.

SECTION 2. That the job description for said Electric Technical Services Superintendent is hereby amended to include those job duties set forth in the attached job description and same is hereby approved.

SECTION 3. That said position shall be changed from Pay Range 12 to Pay Range 13 and the City of Oberlin official pay plan is hereby so amended.

SECTION 4. It is hereby found and determined that all formal actions of this Council concerning or relating to the adoption of this ordinance were adopted in an open meeting of this Council and that all deliberations of this Council and of any of its committees that resulted in such formal action, were in meetings open to the public in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

SECTION 5. That this ordinance shall take effect at the earliest date allowed by law.

PASSED: 1st Reading - October 5, 1992  
2nd Reading - October 19, 1992 (Emergency)  
3rd Reading -

ATTEST:

  
CLERK OF COUNCIL

  
CHAIRMAN OF COUNCIL

POSTED: October 22, 1992

EFFECTIVE DATE: October 19, 1992

## ELECTRIC TECHNICAL SERVICES SUPERINTENDENT

### GENERAL STATEMENT OF DUTIES

Responsible for the operation of the Technical Services Division of the Oberlin Municipal Light and Power System.

### SUPERVISION RECEIVED

Works under the supervision of the OMLPS Director.

### SUPERVISION EXERCISED

Supervises the Electrical Technicians I and II, contract meter reader and any contract labor for the division.

### JOB DUTIES

- Responsible for all engineering, drafting, mapping, metering, relaying, communications and SCADA requirements of the department; as well as all other computers and peripherals in the department.
- Responsible for planning function for power supplies.
- Develops specifications for equipment and services for division; evaluates bids and makes recommendations to the OMLPS Director.
- Responsible for operations and maintenance of substations.
- Plans and schedules all work to be performed by personnel in division. Responsible for seeing that all work is performed on schedule and in an acceptable fashion.
- At the discretion and delegation by the OMLPS Director, supervise all operations of the Electric Department.
- Addresses customer inquiries as needed.
- Calculate fuel use and cost summary for reimbursement by AmpOhio.
- Assists OMLPS Director in selection of personnel for division.
- Keeps abreast of developments in the utility field that apply to the division. Makes recommendations to the OMLPS Director on such matters.
- May participate in trouble call rotation if so desired.
- Perform other related duties as assigned.

### MINIMUM QUALIFICATIONS

Bachelor's Degree in Electrical or Electronics Engineering and two (2) years of experience in a similar position with an electric utility. Two (2) years of verifiable experience can be substituted for each year of formal education.

LICENSES AND CERTIFICATES REQUIRED

-- Valid Ohio Class A Commercial Driver's License.

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Paygrade:

F.L.S.A. Rating:

Classification: Provisional

Civil Service Rating: Classified -  
Noncompetitive