



IVGID Job Announcement

IVGID is currently accepting applications for a **SCADA Instrumentation Technician**. This is a full time, year round, non-exempt position with the Public Works team. This is a bargaining unit eligible position.

Compensation: \$45.01 - \$63.02/hour DOE/DOQ

Benefits: Medical, Dental, Vision, Prescription insurance
Short-Term/Long-Term Disability insurance
Deferred Comp (457b) and Pension (401a) Retirement Plans
Section 125 Flexible Spending Plans
Vacation & Sick Leave
Twelve paid holidays
Recreation & Food Discount privileges

How to Apply: Create a profile, submit online application (with resume) at www.yourtahoeplace.com/jobs
In-person drop-off application (with resume) to Human Resources at 893 Southwood Blvd, Incline Village, NV 89451. Regular Hours: M-TH, 8am – 5pm or FRI, 8am – 4pm (PST).
jobs@ivgid.org 775-832-1100

Deadline to Apply: OPEN UNTIL FILLED
We are an Equal Opportunity Employer

Date Posted: 07/06/26

SUMMARY

Coordinates, maintains, supports, installs, repairs, and operates all aspects of the District's specialized operational technology systems for the Water and Wastewater Division, including electrical instrumentation, control systems and mechanical equipment used throughout the District's Water and Wastewater systems and infrastructure. Participates in the planning, design, procurement, installation, operation, maintenance, repair, integration, training and modification of assigned systems.

ESSENTIAL DUTIES AND RESPONSIBILITIES, not necessarily in order of priority, include the following. Assigned job tasks/duties are not limited to the essential functions.

1. Provides excellent customer service to customers and business partners.
2. Performs ongoing system support and maintenance; troubleshoots, repairs, programs, configures, and tests systems to ensure optimal operations.
3. Develops, modifies, and maintains PLC and RTU control logic as well as HMI screens used to control the water and wastewater systems.
4. Develops and manages SCADA system alarms and reporting to improve operator situational awareness and support effective system monitoring.
5. Participates in short and long term planning associated with assigned systems and the Capital Improvement Program (CIP). Collaborates with District staff and consultants to evaluate the future needs for hardware, software, and instrumentation to develop and implement technology master plans.
6. Develops required inventory for replacement parts and consumables for assigned systems.
7. Troubleshoots and repairs control circuits supporting the District's Water and Wastewater treatment processes. Performs routine maintenance and calibrations on instrumentation devices.

8. Trains operations and technical staff on the use of control and operational systems, as well as associated software applications.
9. Assists Electrician/Instrumentation Technicians as needed with approval from the Utilities Superintendent.
10. Repairs and maintains electrical components, control systems and instrumentation equipment. Performs a variety of testing, troubleshooting and calibrations on instrumentation, control, mechanical and electrical equipment (vibration, meg, resistance, thermography, etc.).
11. Installs control and distribution apparatus such as switches, relays, instrumentation, cabling, and cabinetry on low voltage control systems.
12. Follows safety procedures and guidelines. Develops and maintains proper system access controls, including data security and redundancy.
13. Completes required documentation as needed including cost reports, work logs, etc. and enters data into a computerized maintenance management system. Provides comprehensive analysis of operational systems and proposed changes, and develops and maintains change management, approval, and tracking processes.
14. Assists with employee safety and diagnostic training as needed.
15. Assists with inter-departmental projects as needed, when available, and with the Utilities Superintendent approval.

SUPERVISORY RESPONSIBILITIES

Occasionally required to coordinate projects, emergency responses, and work activities of others.

QUALIFICATIONS

To perform this job successfully, an individual must be qualified to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodation may be made to enable individuals with disabilities to perform the essential functions.

EDUCATION and/or EXPERIENCE

High School Diploma or General Education Degree (GED) and Associate's degree (AA) in electronics or similar discipline; three years of professional experience with PLC and RTU programming and SCADA system maintenance; three years of experience with instrumentation and control systems; or two years of experience or technical training as an Electrician, Electronic Technician or equivalent combination of education and experience.

COMPREHENSION/COMMUNICATION SKILLS

Ability to read and interpret documents such as safety rules, operating and maintenance instructions, and procedure manuals. Ability to write routine reports and correspondence. Ability to speak effectively with customers and employees of the organization. Ability to read and interpret electrical and instrumentation diagrams. The duties and responsibilities of this position necessitate the use of a cellular phone for District business reasons. Effective communication skills required to participate in peer evaluations and feedback processes used in all aspects of this work environment (i.e., staff meetings, training, evaluations, disciplinary actions, etc.)

MATHEMATICAL SKILLS

Ability to work with mathematical concepts such as probability and statistical inference. Ability to apply concepts such as fractions, percentages, ratios, and proportions to practical situations.

REASONING ABILITY

Ability to solve practical problems and deal with a variety of concrete variables in situations where only limited standardization exists. Ability to interpret a variety of instructions furnished in written, oral, diagram or schedule form.

CERTIFICATES, LICENSES, REGISTRATIONS

Possess a valid Driver's License at time of hire. Possession of a Grade III Electrical/Instrumentation certification from California Water Environment Association (CWEA) preferred but not required. It is the employee's responsibility to maintain all required certifications and licenses and to report any changes to the supervisor.

OTHER SKILLS OR ABILITIES

Ability to work in a self-directed work environment. Must be self-motivated and show a high level of initiative. Must be available for and able to evaluate emergency callouts and to work overtime as required. Proficient computer skills, excellent organizational and customer service skills, ability to work independently and deal courteously and efficiently with the public. The position will require person to work after hours, holidays, and weekends as needed for emergencies.

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. In compliance with applicable disability laws, reasonable accommodation may be provided for qualified individuals with a disability who require and request such accommodations. Applicants and incumbents are encouraged to discuss potential accommodation with the employer.

While performing the duties of this job, the employee is regularly required to stand or sit, walk, use hands/fingers to handle or feel, climb stairs/ladders or balance; stoop, kneel, crouch, or crawl, talk or hear, see and smell. The employee must regularly lift and/or move up to 50 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral 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. Reasonable accommodation may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is occasionally exposed to moving mechanical parts and vibration; high, precarious places; fumes or airborne particles; toxic or caustic chemicals; risk of electrical shock and radiation from the sun. The employee is occasionally required to work in confined space and is occasionally exposed to outside weather conditions. The employee is occasionally exposed to wet and/or humid conditions. The noise level in the work environment is occasionally loud.