

**BOARD OF REGENTS  
STATE OF IOWA  
REGENT MERIT SYSTEM**

**Class Title:** Power Plant  
Chief Operator

**Class Code:** 5451

**Pay Grade:** 114

**GENERAL CLASS DESCRIPTION:**

Under general supervision, provides functional administrative supervision during assigned shift in order to maintain proper operational level and maximum efficiency of power plant facility.

**CHARACTERISTIC DUTIES AND RESPONSIBILITIES:**

1. Supervises and schedules work activities of power plant personnel during shift by assigning or reassigning duties; calls in additional or replacement personnel, and approves leave and overtime.
2. Trains, reviews and checks work performance of power plant personnel.
3. Interviews and effectively recommends hiring. evaluates employee performance and effectively recommends disciplinary actions, promotions, merit increases and terminations.
4. Serves as first step in grievance process.
5. Maintains check in equipment and operational procedures to assure employee safety; inspects all plant equipment, making necessary adjustments; determines and reports plant equipment repair needs to manager.
6. Directs the proper unloading of fuel oil making sure there is sufficient fuel of all kinds for burning during the shift.
7. Assists with problems of outlying plants connected to the power plant monitoring system, as required.
8. Performs the duties and responsibilities of the personnel supervised as required and in emergency situations.

The tasks listed under the heading of Characteristic Duties and Responsibilities are examples of the variety and general nature of duties performed by employees in positions allocated in the class. The list is descriptive only and should be used for no other purposes. It is not intended that any position include every duty listed, nor is it intended that related duties cannot be required.

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**KNOWLEDGES, SKILLS AND ABILITIES:**

1. Ability to train, evaluate, supervise and assign work to power plant personnel.
2. Knowledge of plant safety and accident prevention measures required for operating and maintaining all heating and power plant equipment.
3. Ability to withstand constant high noise, dust, fumes, poor lighting and ventilation, and high temperature levels.
4. Ability to make decisions under emergency conditions.
5. Ability to read and understand blueprints and operating manuals.
6. Knowledge of the state Hazardous Chemicals Risks Right to Know Act.
7. Ability to communicate effectively orally and in writing.
8. Ability to lift at least 80 pounds.
9. Knowledge of chemistry and principles of rotating equipment.
10. Knowledge of power plant systems and equipment.
11. Knowledge of water and chemical treatment systems.
12. Ability to perform mathematical computations.

**MINIMUM ELIGIBILITY REQUIREMENTS:**

Five years of progressively more responsible work in a Power Plant, with a minimum of one year experience as Assistant Chief Operator or equivalent.

**REVISION EFFECTIVE: July 1, 1989**