

JOB DESCRIPTION

TITLE: LEAD COAL OPERATOR/MECHANIC

DEPT: SITE OPERATIONS, FT. WAINWRIGHT CHPP

REPORTS TO: CHPP FOREMAN

WAGE: PER PUBLISHED SCALE

POSITION OBJECTIVES:

Perform a variety of manual tasks associated with the operation of a coal fired Central Heat and Power Plant (CHPP). Assignments include unloading and conveying coal to the plant, cleaning coal conveyor and plant areas, taking coal samples and assisting maintenance personnel in maintaining plant equipment & machinery. The frequency in performing any task or operation varies with the production requirements of the plant. The lead operator is expected to assist in familiarizing & teaching newer employees regarding specific duties of a coal operator. Work is often performed independently with little direct supervision. Supervision is received from the Plant Superintendent, Maintenance Supervisor or designee and is reviewed for conformance with instructions and work standards. The lead worker ensures the coal operator crew maintains the coal handling equipment & machinery and assists in overhauling and lubricating plant machinery, sweeps, washes, cleans and paints floors & equipment; performs related work as assigned. Work is performed inside and outside in all areas of the plant and the coal handling and crusher areas, manholes, utilidor, coal conveyor and yard. There is exposure to cold weather, fumes, odors, dust and heat. The position is also responsible for maintaining the coal stockage pile, operating the coal mover, ensuring coal cars are properly sited inside the drying facility and coal cars are emptied within established timelines.

MAIN ACTIVITIES:

1. Perform preventive maintenance and repairs to the coal handling and conveying equipment at the CHPP.
2. Provide leadership to the coal operators, assign specific tasks and ensure proper maintenance of the coal handling system.
3. Ensure the coal conveying equipment including the unloader, crusher, elevators, coal car shakers, coal pullers and coal storage area are properly maintained and available for plant operations.
4. Incumbent must be able to operate a coal car mover into position over a grizzly by means of an electrically operated capstan and continuous car puller cable.
5. Capable of releasing locking devices on hopper doors of cars to allow coal to fall into grizzly.
6. Frequently during winter months, hand shovels coal that has stuck to the sides and bottoms of cars, and uses picks or heavy bars to break up oversize lumps of frozen coal.
7. Starts and operates boiler bunker conveyors, belt conveyors, elevator conveyors, crusher magnetic separator and pan feeder conveyor in sequence of local controls on each individual piece of equipment and/or panel board controls. Operates by-

- pass gates on bins, under-bunker reclaiming conveyor, railroad car loader or outside storage area.
8. Incumbent must know and understand the entire coal handling systems in the plant.
 9. Continuously monitor and inspect coal handling equipment before and during operations to assure adequate coal supply for boilers and prevent spill over of coal inside plant.
 10. Constantly monitor bunkers and storage bins for sign of overheated coal so that it can be removed before spontaneous combustion occurs. Participate in cleaning and washing of plant areas and equipment to prevent fires or explosions from coal dust accumulations.
 11. Maintain accurate daily records of coal received and unloaded.
 12. Collect gross samples of incoming coal shipments for analysis.
 13. Serve as a lead member of a coal handling crew.
 14. Available to work shift or weekends as part of normal rotation.

SKILLS AND QUALIFICATIONS:

1. Demonstrate mechanical aptitude of equipment and how to properly maintain items such as conveyors, coal pullers, coal car shakers, crushers, dozer and loader.
2. Knowledge of general operation of the Central Heating and Power Plant and associated coal handling equipment.
3. Knowledge of the use of tools to operate and maintain the coal processing equipment and machinery.
4. Ability to operate and perform maintenance on the coal storage pile dozer, front end loader and car mover.
5. Ability to work out of doors or in confined areas for extended periods under unfavorable conditions and without constant supervision.
6. Ability to understand and execute written and oral instructions and relay instructions to follow-on shifts when multi-shift operations are used.
7. Sufficient physical strength, ability, dexterity, vision and hearing to perform all the work of this position.
8. Ability to communicate effectively with supervisor, other operators and plant personnel and relay instructions to other coal operators.
9. Must demonstrate initiative and be able to work with little supervision.
10. Must be able to identify potential safety hazards, including fire or explosive hazards and take immediate action to correct the hazard and report the situation to supervisory personnel on site.
11. Must be able to lift a minimum of 50 pounds to shoulder level and exhibit the dexterity to work in awkward positions. The ability to lift, pull, push or work with uneven footing around rail cars is required.
12. Able to extend arms overhead while performing duties or perform duties while standing, stooping, twisting, bending, kneeling or from a prone position for up to one hour may be required.
13. Must be willing to maintain plant and equipment in a clean, serviceable condition.
14. Must be willing to work shift work when required.

WORKING ENVIRONMENT:

Works both indoors and outdoors throughout the year. In winter months, the ambient temperatures may reach -60 F. Workers may be exposed to extreme heat and cold and frequent changes in temperatures. Worker is constantly around coal dust and dirt. Exposure to moving equipment and parts, danger from falling from ladder or coal cars or slipping on uneven work surfaces presents an injury risk to the worker. Adequate safety and personal protective equipment is issued to the employee including: hard hats, gloves, respirators, safety shoes and goggles. Workers are required to wear proper hearing protection throughout the shift while working in the coal handling area. Often the operator will be required to work alone or independently with little direct supervision so must be capable of making sound decisions about plant operations. The employee will be responsible for ensuring safety and security of their portion of the Central Heat and Power Plant throughout their shift. The position requires a minimum of 40 hours per week. The plant is operational 24 hours per day 7 days per week therefore operators will be assigned to shift duties.

CONDITIONS OF EMPLOYMENT:

1. Incumbent must be able to maintain a level of physical fitness to perform the duties of Central Heat & Power Plant coal handler.
2. The incumbent is subject to pre-hire and random drug testing in accordance with the published policy for Doyon Utilities.
3. Must be eligible to work on a military installation in Alaska.
4. Willingness to be scheduled for shift work on an equitable basis with other coal handlers.
5. Must have a valid driver's license issued by the State of Alaska.
6. Willingness to report for duty during emergencies or to cover shifts under short notice to ensure adequate staffing to operate the plant.
7. Completion of an approved confined space entry class.

EDUCATION AND TRAINING:

High School Diploma or Equivalent

EMPLOYMENT CLASSIFICATION:

Non-Exempt/ Full Time Permanent