**Class Summary**

The responsibilities of this classification include installing, maintaining, and repairing Supervisory Control and Data Acquisition (SCADA) communications systems, components, and equipment throughout rail systems and facilities.

**Distinguishing Characteristics**

This is the first level in a three-level Rail SCADA Systems classification series. This classification is distinguished from the Rail SCADA Systems Administrator in that incumbents within the Administrator level classification are responsible for resolving the most complex issues such as performing expert level development and enhancement of SCADA systems, creating server backups, and performing advanced network troubleshooting. It is distinguished from the Rail SCADA Systems Specialist – Lead in that incumbents within the Lead classification are responsible for providing lead direction to Rail SCADA Systems Specialists.

**Examples of Duties**

1. Perform preventative maintenance modifications, repairs, upgrades, analysis, and diagnostics on SCADA and communications hardware and software including network switches and routers, CCTV systems, Remote Terminal Units, TWC multiplexers, programmable logic controllers, and other specialized rail systems equipment.
2. Maintain configuration control for all SCADA, signals, and communications systems.
3. Perform software and system maintenance on various rail system databases.
4. Provide specialized reports on rail network systems and equipment availability.
5. Develop and administer specialized databases in support of rail operations.
6. Record and document maintenance and diagnostic data.
7. Access logs and troubleshoot problems associated with technological assets.
8. Work with other trades, contractors, and operating sections as needed.
9. Operate assigned vehicles including Hi-Rail and Aerial Lift equipment.
10. Prioritize tasks in the absence of on-site supervision.
11. Perform other duties as assigned.

**Knowledge/Skills**

Advanced knowledge of Supervisory Control and Data Acquisition, communications, network applications, software, and hardware

Skill in installing, maintaining, and modifying applicable software and hardware

Skill in verbal and written communication

Skill in conveying technical information to non-technical users

Skill in maintaining technical documentation and configuration control

Skill in troubleshooting, analyzing, and solving problems

Skill in customer service

Ability to work outdoors and in inclement weather

Ability to support a 24/7 operation

Ability to effectively engage in and sustain relationships with people from diverse cultures and socio-economic backgrounds

Ability to work independently and as a team member

Demonstrated proficiency with business applications, such as Microsoft Office suite

**Education and Experience Requirements**

Any combination of education and experience that clearly demonstrates the ability to perform the job duties of the position

**Licensing, Certification and Other Requirements**

Some licenses, certifications and other requirements determined to be necessary to meet the business needs of the employing unit may be required

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| **FLSA Designation** | Non-Exempt |
| **Service Status** | Career Service |
| **EEO Code** | 7 |
| **Levels within same series** | Rail SCADA Systems Specialist  Rail SCADA Systems Specialist – Lead  Rail SCADA Systems Administrator |
| **Class History** | 06/2007 – Created  01/2008 – Changed font and format  05/2021 – Changed content; added series levels  08/2024 – Updated content |