



CORRECTIONAL OFFICER SPECIALIST – BOILER OPERATIONS

General Summary

Correctional Officer Specialists work within a specific operations and maintenance specialty, in addition to working as a Correctional Officer. This position will control and maintain electrical power and steam systems, which include boilers, chillers, air-conditioning and refrigeration equipment, diesel engines, turbines, and generators.

Correctional Officer Specialist – Boiler Operations

Jobcode: PCSB15

Pay Band: CD

FLSA Status: Non-exempt

Distinguishing Characteristics

This is the sole level of the Correctional Officer Specialist – Boiler Operations position.

Recommended Education and Experience for Full Performance

High School Diploma or equivalency, one (1) years' experience in boiler operations as a Licensed Boiler Operator pursuant to Construction Industries Licensing Act 1978 NMSA 60-13-1 *et seq.*

Minimum Qualifications

High School Diploma or equivalency and six (6) months experience in boiler operations as a Licensed Boiler Operator pursuant to Construction Industries Licensing Act 1978 NMSA 60-13-1 *et seq.*

Essential Duties and Responsibilities*

- Oversees projects related to steam and hot water plants, and functions as a technical consultant regarding boiler plant operations.
- Supervise inmates when required.
- Repairs, adjusts, and tests the boilers and all other equipment within the central boiler plant and throughout the facility, to ensure that all water and steam systems are functioning properly at all times.
- Ensures that the equipment operates safely, economically, and within established limits by monitoring meters, gauges, and computerized controls.
- Performs necessary routine safety checks, and completes documentation of all equipment required of an effective preventative maintenance program.
- Watches and listens to machinery, and routinely checks safety devices and records data in logs in support of preventive maintenance.
- Assists other staff members in doing the work of special maintenance projects and in the coordination of details. This may involve having to do work outside of the specialized boiler operations field of work.
- May supervise and instruct inmate workers in the proper and safe manner to perform work assignments.

Bargaining Unit: Correctional Officer Specialist - Boiler Operations: may be represented.

Statutory Requirements: Licensed Boiler Operator pursuant to Construction Industries Licensing Act 1978 NMSA 60-13-1 *et seq.*

Conditions of Employment: This position is safety sensitive. Employment is subject to a pre-employment and random drug testing in accordance with all terms and conditions of federal and state rules and regulations regarding alcohol and/or drug testing. In addition, candidates must pass pre-employment Academy screening. Successful completion of the New Mexico Corrections Academy within one (1) year of hire is required. Must

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possess and maintain a valid New Mexico Driver's License. The applicant must be a U.S. citizen, must be at least 18 years old, have a least a high school education or its equivalent, be of good moral character, have not been convicted of a felony in the courts of this or any state or in the federal courts, and successfully pass any physical and aptitude examination the department may require. Employment is subject to a pre-employment background investigation and is conditional pending results.

Working Conditions: Work is performed in a prison setting with inmate contact and supervision of inmates.

Established: 4/27/2016

Revised:

**Essential Duties and Responsibilities are intended to be cumulative for each progressively higher level of work. The omission of specific statements does not preclude management from assigning other duties which are reasonably within the scope of duties. Classification description subject to change. Please refer to SPO website (www.spo.state.nm.us) to ensure this represents the most current copy of the position.*