

ADVANCED COAL DEVELOPMENT PERSONNEL SERIES

<u>Code No.</u>	<u>Class Title</u>	<u>Occ. Area</u>	<u>Work Area</u>	<u>Prob. Period</u>	<u>Effective Date</u>
4017	Advanced Coal Development Technician	11	041	6 mo.	01/04/95
3555	Advanced Coal Development Supervisor	11	041	6 mo.	01/04/95

Promotional Line: 322

Series Narrative

Employees in this series perform duties related to the efficient operation of a small-scale facility that processes coal.

DESCRIPTIONS OF LEVELS OF WORK

Level I: Advanced Coal Development Technician **4017**

Employees at this level perform duties related to the efficient operation of a small-scale facility that processes coal to produce various products, heat, and/or flue gas. They work under direct supervision from a designated shift supervisor.

An Advanced Coal Development Technician typically--

1. operates coal-processing equipment (such as conveyors, grinders, and crushers)
2. makes minor equipment modifications
3. does coal sampling, including preparations and tests
4. performs sampling of products, by-products and waste products
5. takes and compiles meter readings
6. computes and records usage of raw materials and utilities
7. performs related duties as assigned

Level II: Advanced Coal Development Supervisor **3555**

Employees at this level are responsible for overseeing a crew of technicians in the operation of a small-scale facility that processes coal to produce various products. They work under general supervision with technical guidance from a designated supervisor.

An Advanced Coal Development Supervisor typically--

1. supervises and directs the work of lower level employees in the operation, maintenance, and repair of plant equipment

2. supervises the sampling of feedstocks and co-products
3. takes and compiles meter readings
4. computes and records usage of raw materials and utilities
5. implements changes in operating conditions to implement test plans
6. performs related duties as assigned

MINIMUM ACCEPTABLE QUALIFICATIONS REQUIRED FOR ENTRY INTO:

Level I: Advanced Coal Development Technician **4017**

CREDENTIALS TO BE VERIFIED BY PLACEMENT OFFICER

1. high school graduation or equivalent
2. one year of practical experience in equipment and machine assembly and maintenance

PERSONAL ATTRIBUTES NEEDED TO UNDERTAKE JOB

none

Level II: Advanced Coal Development Supervisor **3555**

CREDENTIALS TO BE VERIFIED BY PLACEMENT OFFICER

1. high school graduation or equivalent
2. two years of practical experience in equipment and machine assembly and maintenance

PERSONAL ATTRIBUTES NEEDED TO UNDERTAKE JOB

1. ability to cooperate and interact with technical supervisors
2. ability to implement operational changes
3. supervisory ability

Advanced Coal Development Technician
Advanced Coal Development Supervisor

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