



CHEROKEE METROPOLITAN DISTRICT

Internal & External Job Posting

Job Title: Control Systems Engineer

Posting No.: 2025-09

Hiring Range: \$70,000-\$120,000/AN D.O.Q.

Open Date: OCT 01, 2025

Close Date: UNTIL FILLED

FULL TIME

Job Description:

The Cherokee Metropolitan District, a quasi-municipal corporation and political subdivision of the State of Colorado, has an opening for the position of Control Systems Engineer. The Control Systems Engineer works under the direction of the District Engineer and is an important part of the District's Operations Team. The Control Systems Engineer position is a full-time, salaried position, and is considered exempt under the Fair Labor Standards Act.

Essential Duties and Responsibilities

Daily Responsibilities

- Function as OT system administrator, including analysis of SCADA system logs, maintaining an update schedule, and auditing access to the system
- Respond to after-hour requests for assistance from operators or system alarms related to SCADA.
- Design, install, maintain, troubleshoot, and update control system hardware, firmware, and software.
- Design, maintain, troubleshoot, and repair the following types of systems:
 - hydraulic
 - mechanical
 - computer
 - electrical
 - control
 - communication
- Install, test, calibrate, repair, and maintain control system instrumentation for optimum operation
- Coordinate with the IT Contractor to solve device/networking issues
- Calibration of instrumentation, including loop checking instrument & control loops associated with various water and wastewater processes

General Responsibilities:

- Interface with employees in the use and operation of SCADA
- Build, fabricate, and install control and security systems
- Inspect and calibrate telemetry, communication, and monitoring equipment
- Prepare and manage parts, equipment, and supply lists for maintenance and repair work
- Assist with the installation, testing, and repair of related electrical systems.
- Communicate with staff to coordinate diagnostic testing, installations, and repairs.
- Maintain tools and equipment related to control systems.
- Create and maintain system drawings, specifications, and equipment databases

Other Responsibilities:

- Perform other related duties as assigned.
- Oversee Mobile Device Management software.
- Creating Capital project and O&M budget related to control systems.
- Review engineering designs and specifications primarily related to EI&C.
- Ensure duties and responsibilities are performed in a safe manner.
- Respond to emergency calls.
- Provide technical guidance and training to appropriate persons.
- Schedule training and assign tasks as required.
- Coordinate with vendors and contractors on ongoing work and future projects.



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Knowledge, Skills, and Abilities

- Ability to interpret and read engineer drawings, schematics, P&ID diagrams.
- CAD proficiency
- Ability to safely use various electronic test equipment.
- Understanding of electrical systems up to 750VAC and ability to work under the recommended safe work practices of NFPA 70E and 29 CFR 1910 Subpart S.
- Strong aptitude for mathematics and troubleshooting.
- Use of basic hand and power tools.
- PLC programming.
- Basic understanding of IT and OT networks and cyber security best practices.
- Database management
- Comfortable climbing structures such as water tanks and radio towers.

Education and/or Experience

- Bachelor's degree (4yr) in Electrical Engineering, Mechanical Engineering, or similar preferred
- 4 years of Control Systems, Building Automation, or related field experience required.
- Basic/entry level OCPO certifications in Water Treatment and/or Wastewater Treatment are desirable but not required.
- Experience will be evaluated during a probationary period.

Qualifications & Skills (Required)

- Valid driver's license with good driving record
- Proof of U.S. Citizenship
- Pass a pre-employment and/or random drug screening and background check

Attractive Benefits Package

- 100% Employee medical, dental and vision coverage (choice of medical plans after 30 days)
- 75% Spouse and Dependent medical, dental and vision coverage (choice of medical plans after 30 days)
- 457 deferred compensation retirement plan with 8% company contribution, no employee match required
- 30-day vesting
- 13 paid holidays (On-call duties may require work during holidays, with pay)
- Paid vacation and personal day (after 90 days)
- Paid sick leave (accrual begins upon start)
- Safety gear, including work boot allowance
- Uniforms provided
- Company vehicle for duty requirements
- Cherokee promotes career development and provides opportunities to grow professionally through development of technical knowledge and skills delivering challenging projects.

Additional Information

FLSA Status: Exempt

Supervisory Classification: Yes

Probationary Period: 90 days



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This job description is not intended to list every function of the position, does not constitute an employment agreement, and is subject to change. It is not intended to limit management's rights to assign, direct and control the work of employees under their supervision.

To ensure the safety of the public and reduce the risk for loss, background screenings and pre-employment drug testing are completed on applicants selected for employment. This position is subject to a screening process including but not limited to criminal history search, reference check, degree and employment verification, motor vehicle record check, and/or credit report.

Interested applicants should submit a completed Cherokee Metropolitan District employment application, resume, and letter of interest to Human Resources, **no later than 5:00pm on the close date.** Applications are available online at www.cherokeemetro.org or by contacting Human Resources Administrator, Connie Hughes (chughes@cherokeemetro.org). Applications are also available at the District's office located at 6250 Palmer Park Blvd. Résumés will not be accepted in lieu of an application and applications submitted via job search websites do not satisfy the requirement to complete the application found at www.cherokeemetro.org.

The Cherokee Metropolitan District is an Equal Opportunity Employer