

Work closely with the T&D Field Services Supervisor to monitor and maintain the Outage Management software programs and activities.

Ensure that all GIS mapping and records are properly maintained and updated as warranted.

Serves as the utility's liaison to the ArcGIS mapping functions within the utility as well as to other utility departments and maintains communication with contractors to coordinate mapping system planning, and studies.

Collaborate with cross-functional teams to implement and maintain cybersecurity measures to protect SCADA systems from unauthorized access, cyber threats, and vulnerabilities.

Coordinates and performs repair and maintenance activities with other staff to minimize disruptions
Supervises technical services for the operation of the electric distribution system, load management, including monitoring circuits and substation switching.

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Serves as the utility's liaison to the ARC GIS mapping functions within the utility.

Serves as a liaison to other utility departments and maintains communication with contractors to coordinate mapping system planning, and studies.

Coordinates power distribution system construction and maintenance projects.

Assists contractors and homeowners with electric utility requirements, specifications and scheduling.

Collaborate with the Operations Supervisor to monitor and manage the SCADA system to insure that data is acquired and proper responses are incorporated into the load management.

Supervises the Reliability Tracking and reporting to FERC and other agencies.

Assist with managing projects related to the electric distribution system by preparing work orders.

Work closely with the T&D Field Services Supervisor to monitor and maintain the Outage Management software programs and activities.

Insure that all "Beacon" GIS mapping and records are properly maintained and updated as warranted.

Serves on 24-hour call for emergencies.

Performs related duties as required.

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I. SKILLS AND KNOWLEDGE:

Two-year associate degree in job-related technical training or equivalent work experience.

Ability to meet all hiring requirements, including department-required certifications, passage of a medical exam, and a drug test.

Working knowledge of distribution system switching and substations, and working knowledge of and ability to make practical application of Department and OSHA safety policies and procedures and concepts of electricity.

Knowledge of the North American Electric Reliability (NERC) Critical Infrastructure Protection (CIP) requirements dealing with SCADA.

Knowledge of cyber security principles and best practices.

Ability to work with computer applications related to AutoCAD, ArcGIS Mapping, SCADA Systems configuration (e.g. Human Machine Interface (HMI) as well as status/analog input and output points in the database), SCADA report creation, Load Management, online forms management, and the NISC Suite of Programs.

Strong knowledge of communications protocols such as Modbus, SEL, DNP3, TCP/IP, IEC 61850, etc.

Experience with programming, configuration, maintenance, and troubleshooting of Intelligent Electronic Devices (IEDs) and Remote Terminal Units (RTUs).

Ability to read and interpret maps, electrical diagrams, specifications, and safety manuals.

Understand basic AC and DC circuitry.

Perform various basic mathematical calculations.

Proficient with electronic test equipment used in the installation, maintenance, calibration, and repair of substation equipment, AC/DC circuits, SCADA systems, relays, sensors, computer networks, etc.

Knowledge of NISC, Tantalus, Survalent, ArcGIS, AutoCAD, NovaTech, Schweitzer Engineering Laboratories (SEL), and Electro Industries software and hardware.

Ability to understand and effectively carry out verbal and written instructions and the ability to give clear and concise verbal and written instructions.

Ability to work alone and with others in a team environment with minimum supervision, often under time pressure.

Ability to provide public access to or maintain confidentiality of department information and records according to state requirements.

Ability to comply with all employer and department policies and work rules, including, but not limited to, attendance, safety, drug-free workplace, and personal conduct.

Ability to effectively communicate with co-workers, other City departments, and the public, including being sensitive to professional ethics, gender, cultural diversities, and disabilities.

Ability to occasionally work extended, weekend and/or evening hours.

~~Ability to serve on 24-hour call and respond swiftly, rationally, and decisively to emergency situations.~~

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~~High school diploma or GED.~~

~~Ability to collaborate with work crews while conducting switching, including load management instruction and providing training.~~

~~Ability to meet all hiring requirements, including department required certifications, passage of a medical exam and a drug test.~~

~~Working knowledge of distribution system switching and substations, and working knowledge of and ability to make practical application of Department and OSHA safety policies and procedures and concepts of electricity.~~

~~Ability to work with computer applications related to AutoCAD, the GIS Mapping System, SCADA System, Load Management, NISC Suite of Programs including Outage Management.~~

~~Ability to physically perform assigned duties, including hearing mechanical sounds, close vision, standing/walking for long periods, lifting/carrying objects weighing up to 90 pounds, pushing/pulling objects, reaching, bending, crawling, crouching/kneeling, climbing poles, and handling/grasping/fingering objects.~~

~~Ability to read and interpret maps, mechanical drawings, specifications, and safety manuals.~~

~~Ability to provide public access to or maintain confidentiality of department information and records according to state requirements.~~

~~Ability to comply with all employer and department policies and work rules, including, but not limited to, attendance, safety, drug-free workplace, and personal conduct.~~

~~Ability to understand and follow written and oral instructions and work alone and with others in a team environment with minimum supervision, often under time pressure.~~

~~Ability to effectively communicate with co-workers, other City departments and the public, including being sensitive to professional ethics, gender, cultural diversities and disabilities.~~

~~Ability to occasionally work extended, weekend and/or evening hours.~~

~~Ability to serve on 24-hour call and respond swiftly, rationally and decisively to emergency situations.~~

~~Possession of a valid Commercial Driver's License with required endorsements and demonstrated safe driving record.~~

II. RESPONSIBILITY:

Incumbent receives detailed instructions and work is reviewed for accuracy and compliance with instructions. Incumbent must work carefully to avoid injury or damage to the self of equipment.

Incumbent reports directly to the Electric Utility Manger.

III. PHYSICAL EFFORT:

Incumbent performs a variety of monitoring activities on power lines involving hearing mechanical sounds, close vision, standing/walking for long periods, lifting/carrying objects weighing up to 90 pounds, pushing/ pulling objects, reaching, bending, crawling, crouching/kneeling, and handling/grasping/fingering objects.

IV. WORKING CONDITIONS:

Incumbent performs duties inside and outside with some exposure to extreme weather. At times, the incumbent works around ~~high-voltage~~high-voltage lines and in high places on ladders and poles, for which safety precautions must be followed at all times.

APPLICANT/EMPLOYEE ACKNOWLEDGMENT

The job description for the position of Technical Services Supervisor for the Power and Light Department describes the duties and responsibilities for employment in this position. I acknowledge that I have received this job description, and understand that it is not a contract of employment. I am responsible for reading this job description and complying with all job duties, requirements, and responsibilities contained herein, and any subsequent revisions.

Is there anything that would keep you from meeting the job duties and requirements as outlined?

YES _____ NO _____
~~Yes _____ No X _____~~

Applicant/Employee signature

Date

Print or Type Name