



Position Title: System Engineer

Job Function: Engineering

Job Code: Non-Union, Non-Exempt

Reports to: General Manager

*This description represents the **essential functions/essential accountabilities** of the position, denoted as “accountabilities”. The knowledge, skills, abilities, education, experience, licensing or certifications are representative of the requirements necessary for successful performance of these essential functions/essential accountabilities. Reasonable accommodation may be made to enable individuals with temporary or permanent disabilities to perform these essential functions/essential accountabilities; requests for accommodation must be made through Human Resources.*

Position Purpose: The primary purpose of this position is to provide daily engineering support for the Operations Department, review miscellaneous engineering materials with the Procurement Department and provide engineering research and analysis in support of the departments objectives. Design, monitor and manage the efficient operation of the district transmission and distribution assets.

- Accountabilities:**
1. Support the District’s mission to serve our customers and foster a positive workplace by personally choosing behavior aligned with our values and ethical code.
 2. Ensure an effective transmission and distribution system maintenance program by providing technical support and training as well as developing maintenance procedures and testing guidelines in the use of electrical test equipment and reviewing test results.
 3. Contribute to creating the District’s reliable system by designing extensions, replacements, additions, relocations substation, and transmission and distribution facilities.
 4. Ensure materials and equipment inventory meet standards and will work on District Distribution systems by developing and maintaining equipment specification and purchasing guidelines.
 5. Ensure projects are completed within scope by preparing contract specifications, plans and drawings for projects to be bid, reviewing bids and making recommendation to the awarding of contracts, acting as project manager on construction, implementing contracts assure compliance with contract and technical requirements.



6. Coordinate with Operations personnel to schedule and manage Capital projects, works in progress for policy effectiveness, efficiency and compliance.
7. Support meeting the engineering and operations department objectives by researching equipment types, conducting analyses, and writing proposals and technical specifications for management and/or Board review and approval.
8. Provide project management for high-budget or complex transmission and distribution system design/construction projects by leading cross departmental teams, ensuring timelines and budgets are met, and assuring successful completion of project objectives.
9. Prepare and present monthly engineering report for Board review.
10. Perform other duties as requested.

Equipment Operation:

Intermittent interface and use of insulation testing, fault finder (thumper), fault indicators, radio interference locators, relay test equipment, power quality monitors, three phase and single phase meter testers, multi-meters, regulator and recloser controls.

ADA Requirements: **Attendance:** Consistent need to attend work at the job site or work location. Frequent or constant need for punctuality.

Physical Effort: Frequent periods are spent standing or sitting in the same location with some opportunity to move about, or occasionally there may be a requirement to stoop or lift light material or equipment (typically less than 25 lbs.).

Environment: Located in a comfortable indoor area. Any unpleasant conditions would be infrequent and not objectionable.

Hazards: There is occasional exposure to hazards or risk of injury that are generally protected against or predictable.

Sensory Attention: Typically requires regular use of one or more senses of medium intensity and long duration.



Job Pressure/Deadline Orientation: Must meet reasonable deadlines, quotas or demands for accuracy and/or may be involved in some mildly unpleasant situations.

Contact with Others: **Internal:** Operations, Finance, Customer Service, Commissioners
External: Vendors, contractors, consultants

Knowledge, Skills and Abilities:

- MS Office 365, (Cloud based platform)
- ANSI, IEEE, NESC, NEC and WAC standards
- ESRI – GIS software preferred (Currently using Futura GIS)
- Modeling software (Currently using Milsoft)
- System protection coordination, voltage control, and system operating concepts. (Currently using NOVA reclosers, SEL relays, Siemens regulators, Iron meters)
- Transmission, substation and distribution design standards and concepts
- Material and contract labor procurement (WA State bid law experience preferred)
- Project management
- Supervisor experience not required but preferred

Minimum Education and Experience:

- BA/BS in Electrical Engineering; prefer emphasis in Power; and
- 4 to 5 years' experience in the electric utility engineering OR
- Degree in related field with 8-10 years' experience.

Licensing or Certifications:

- Prefer Washington State Professional Engineer License in Electrical Engineering.
- Must possess and maintain a valid Washington State driver's license
- Valid First Aid and CPR certification or obtain within 12 months of hire