



# JOB DESCRIPTION

---

<b><u>POSITION:</u></b>	<b>ENGINEER II</b>
<b><u>LOCATION:</u></b>	<b>Carlsborg</b>
<b><u>STATUS:</u></b>	<b>Regular, Full-time, Exempt Staff Position</b>
<b><u>WORK WEEK:</u></b>	<b>Monday through Friday</b>
<b><u>SUPERVISOR:</u></b>	<b>Distribution System Supervisor</b>
<b><u>SALARY RANGE:</u></b>	<b>Range 21 (\$5,942- \$8,428 per month)</b>

---

**PURPOSE:** Accomplish engineering functions related to the construction and maintenance of the District's transmission and distribution system, SCADA system and substations. Assist in short and long range electrical system planning to facilitate accomplishment of the District's mission and goals.

**ESSENTIAL JOB FUNCTIONS:**

- Plan, engineer, and design for the construction and maintenance of the District's transmission and distribution system, SCADA system and substations.
- Assist in short and long range planning for providing system capacity, service reliability, and efficient operation of the transmission and distribution system, and substations.
- Plan, develop, and administer contracts related to transmission, distribution, SCADA system and substation projects.
- Provide forecasts and other information to assist in the acquisition of transmission, distribution or substation project-materials.
- Assist in developing and maintaining specifications for transmission, distribution and substation standards and materials.
- Maintain transmission system and substation drawings and records.
- Develop, maintain and document Essentials Asset Management Program Activities.
- Assist with the District's hazardous waste recordkeeping, compliance and disposal activities.
- Participate in accident prevention program, including training and compliance with applicable rules and regulations.
- Supervise, inspect, and manage construction projects.

**ADDITIONAL JOB FUNCTIONS:**

- Assist in preparing the department budget.
- Assist with Dispatcher related functions and storm response as directed.
- Inspect contractor work and prepare as built drawings.

### **ADDITIONAL JOB FUNCTIONS (continue):**

- Perform steel fabrication inspections and field concrete testing.
- Draft and review Switch Orders in support of transmission and distribution switching and system operations.
- Manage District's Outage Management System in support of Dispatching and Operations Crews in the efficient restoration of system outages and emergency response.
- Other duties as assigned.

### **JOB STANDARDS:**

#### **Knowledge, Skills and Abilities:**

- Must have general knowledge of transmission, distribution and substation design, construction methods, maintenance and operations.
- Must be familiar with fundamentals of electricity and the operation of a utility electrical system.
- Must have knowledge of NESC, NEC, WAC Chapter 44, and other related codes.
- Must become familiar with system coordination and protective relaying practices.
- Must have the ability to work from maps, blueprints, specifications and sketches and comprehend and carry out work instructions.
- Must develop a thorough knowledge of the District's accident prevention procedures and tools and applicable state and federal regulations.
- Must have the ability to operate equipment efficiently to facilitate completion of job functions.
- Must develop a thorough knowledge of the District's work order process including work order scheduling, procurement and Fusion software.
- Must become familiar with the SEPA application process and associated recordkeeping.
- Must develop a working knowledge of the easement, permit, franchise and right-of-way acquisition process.
- Must have the ability to plan and organize work, work without close supervision and make decisions compatible with prior instructions.
- Must have the ability to communicate clear and concise verbal and/or written instructions and information to crew members, dispatchers, supervisors, customers and others.
- Must have math, reading and writing skills required for the job functions.
- Must become familiar with the FERC accounting system.
- Must be familiar with and comply with OSHA 1910.269 and WAC 296-45.

#### **Education, Experience and Training:**

- Bachelor of Science degree in Electrical Engineering with power option, or equivalent experience required.
- Must have experience in wood pole transmission and distribution line design, construction and maintenance.
- Must have a minimum of three years utility engineering experience.
- Must have a working knowledge of Microsoft Office, and engineering software applications, including AutoCAD.

### **Other Requirements:**

- Must pass a District physical examination and be able to perform essential job functions.
- Must have a valid Washington State driver's license and a safe driving record. Employees moving from out of state must obtain a Washington State license in accordance with Washington State law.
- Must wear and utilize personal protective equipment as required.

### **WORKING CONDITIONS:**

- The job functions will be performed in both indoor and outdoor environments. There may be adverse weather conditions for outdoor work.
- Some job functions will be done in areas covered by brush and trees or in trenches and where footing is poor and the ground uneven, and/or water soaked.
- The job functions include working with persons who exhibit many types of personalities and behaviors.
- Job functions will require work on ladders, structures and equipment.
- Job functions will require working in the proximity of energized high voltage lines, cables and equipment.
- Job functions on and around mechanized equipment will present the need for alertness and safety awareness.
- May encounter the need to work with hazardous materials.

### **PHYSICAL REQUIREMENTS:**

- The work requires the ability to lift and carry up to 40 pounds. Materials, equipment and supplies will be lifted to and from trucks, equipment, warehouse shelves and the ground.
- The work requires the ability to operate tools, equipment and vehicles associated with the job functions.
- The work requires the ability to climb ladders and structures; to climb on, of, and around trucks and other equipment; and to work in elevated positions up to 60 feet.
- The work requires the ability to create detailed engineering drawings; to work in limited light; and to differentiate among colors.
- The work requires the ability to answer questions and communicate with coworkers, customers, and others in person and on telephones and mobile radios.
- The work requires the ability to see and hear in order to detect problems and ensure the safety of employees and others in response to exposure to the hazards associated with this position.
- Work activities involve combinations of walking, pushing, pulling, bending, climbing, lifting and carrying, and sitting or standing for extended periods.

### **EQUIPMENT AND VEHICLES:**

- The job requires the use of computers, calculators, mobile radios, transits, levels, micrometers and drafting equipment.
- The job requires driving and operating vehicles such as automobiles and pickup trucks.
- Future work practices may necessitate the use of different equipment, vehicles and tools.