



OPPORTUNITY NOTICE

<u>POSITION:</u>	SENIOR POWER SYSTEMS PROJECT COORDINATOR
<u>HEADQUARTERS:</u>	Carlsborg
<u>STATUS:</u>	Regular, Full-time, Non-Exempt, Represented Position
<u>WORK WEEK:</u>	Monday - Friday, 7:30 a.m. - 4:00 p.m.
<u>SUPERVISOR:</u>	Distribution System Supervisor
<u>RATE OF PAY:</u>	1st 6 months \$37.47 per hour (effective 5/1/2020)
	2nd 6 months \$38.61 per hour (effective 5/1/2020)
	3rd 6 months \$39.82 per hour (effective 5/1/2020)
	4th 6 months \$41.05 per hour (effective 5/1/2020)
	5th 6 months \$42.32 per hour (effective 5/1/2020)

POSITION OBJECTIVE: Perform engineering and project management activities including planning, design, and coordination for new customer services, subdivisions, electric distribution extensions and upgrade projects to facilitate accomplishment of the District's mission and goals.

REQUIREMENTS: The District expects all employees to provide high quality and reliable service to its customers. To accomplish this, a high standard of professionalism, cooperation and team effort between individual employees, as well as among all departments, is required. The attached job description details the job functions, knowledge, skills, abilities, experience, training, working conditions and other requirements to fulfill this position. To be considered a candidate for this position, applicants must meet the requirements contained in the job description.

SELECTION PROCESS: Applicants must complete and submit an employment application and supplemental questionnaire, along with copies of relevant professional and training certificates.

Candidates' abilities and qualifications will be evaluated using an examination to determine math and reading skills; ability to learn, understand instructions, and solve problems; and physical ability to perform job functions. Candidates' abilities and qualifications will be evaluated using the supplemental information form and an interview to determine: knowledge and ability to perform surveying and drafting functions; knowledge of GPS information gathering methods; ability to complete designs and drawings for construction projects; ability to complete electrical schematics and drawings; ability to utilize AutoCAD programs; ability to use ESRI based geographic information system (GIS); basic knowledge of electrical and water system materials; knowledge of safety rules; ability to use maps, blueprints, and specifications; communication skills; and other skills and abilities needed to fulfill the requirements of this position. Candidates will be evaluated using work history, letters of recommendation, and education/training courses completed.

Based upon these evaluations, District Management will make the selection.

POSITION CLOSING DATE: Applications must be received by **4:00 p.m. on August 31, 2020.**

If you have questions regarding this notice, the requirements, and/or the selection process, please contact Human Resources, Ext. 276.