

PUBLIC UTILITY DISTRICT NO. 1 OF
GRAYS HARBOR COUNTY, WASHINGTON

POSITION TITLE: Transmission & Distribution Engineer Level I
REPORTS TO: System Engineering Supervisor
SUPERVISES: None
UNION AFFILIATION: I.B.E.W. System Engineers
PURPOSE OF POSITION: Performs entry-level electrical engineering work required for the planning, design, construction, operation, and maintenance of the distribution and transmission systems. This position requires entry-level knowledge of the principals, practices and procedures, including materials, equipment and techniques, used in professional level work in the field of electrical transmission and distribution engineering.

DUTIES AND RESPONSIBILITIES

A) DESIGN AND MAINTENANCE

- 1) Provide entry-level engineering support for overhead and underground distribution, secondary electrical services, and transmission projects.
- 2) Perform routine electrical engineering design and analysis for projects.
- 3) Participate in preparation of specifications for contractor bids on distribution system construction projects.
- 4) Participate in coordinating projects and other activities and work with contractors and consulting engineers on design, construction and specifications of distribution and transmission projects.
- 5) Participate in the evaluation of distribution system protection coordination schemes.
- 6) Participate in fault studies for proper application of fuses, reclosers and substation relay settings.
- 7) Participate in economic evaluations and cost estimating for distribution and transmission system projects and operation.
- 8) Provide instruction and answers to questions concerning design issues.

B) GENERAL ENGINEERING

- 1) Provide basic electrical engineering support to other departments.
- 2) Develop and update computer analysis programs or tracking systems for appropriate projects.

C) OTHER

- 1) Participate in presentations, special projects, and assignments as directed.
- 2) Perform other duties as assigned.

QUALIFICATIONS

KNOWLEDGE, SKILLS AND ABILITIES

Ability to read, interpret, and apply applicable laws, codes, standards, and accepted safety practices relating to electrical utility work.

Ability to apply engineering theory to system studies and basic electrical power system design.

Ability to work under direct and indirect supervision.

Thorough knowledge of basic fundamentals of electricity.

Knowledge of engineering fundamentals, drawing, designing and mathematics.

Knowledge in the operation of personal computers and office equipment.

Ability to communicate effectively orally and in writing with all levels of the organization, contractors, and customers.

Demonstrated ability to complete assignments in a timely and accurate manner.

EDUCATION AND EXPERIENCE

Bachelor of Science Degree in Electrical Engineering from an accredited college or university; or other combinations of education and/or experience which provides the necessary skills to perform professional electrical engineering work on electrical power systems.

0 – 3 years of relevant experience

OTHER REQUIREMENTS

Must possess a valid Washington State driver's license (out of state residents have 30 days from date of hire to obtain a valid Washington State driver's license) and qualify for the District's auto liability insurance.

WORKING CONDITIONS

Work is performed in an office and in the field. Individual may be exposed to conditions and hazards from brush, obstacles, debris, holes, fences, and open trenches associated with construction sites and/or rural areas of service; and to conditions and hazards associated with decrepit buildings. Individual is exposed to electrical high voltage lines. Individual may be exposed to aggressive animals. This position may necessitate working beyond normal business hours. Overnight travel may be required.

PHYSICAL ACTIVITIES

This position requires periods of frequent sitting, standing, walking, lifting (50 pounds or less), crouching, bending, and travel to perform construction site inspection and reconnaissance activities in all types of weather conditions. These responsibilities could not be fulfilled by individuals with severe restrictions in mobility, sight, hearing, or speech.