

MAJOR FUNCTION

This is highly responsible technical and supervisory work, involving the operation and control of the electrical utility generation, transmission and distribution systems . The work involves directing and coordinating technical and complex electric system control with many constantly changing variables affecting decisions. The employee in this class is responsible for administering and supervising the monitoring and controlling, by complex computer directed equipment of the electric generation, transmission and distribution facilities (supply and demand) of the City's Electric Utility System. Work also involves responsibility for supervision and administration of subordinate System Control staff. Ability to read and interpret Policy and Procedures on the Federal, NERC, Regional and Company level. Position is the direct interface with customers during outages. Work is performed under the general direction of the Engineering/Operations Manager – Control Center and is evaluated through observation, conferences, reports and by results obtained.

ESSENTIAL AND OTHER IMPORTANT JOB DUTIES**Essential Duties**

Supervises, instructs, trains and schedules the work of System Operators on a rotating shift. Negotiates day-to-day power interchange schedules and supervises daily implementation of generation and interchange commitments. Participates in planning, organizing and supervising Control Center activities involving all other Divisions within the Utility. Prepares and submits factual data for reporting of Control Center activities to appropriate authorities. Prepares, reviews and approves equipment clearance and switching orders and supervises implementation of divisional coordinated activities. Supervises the gathering of interchange energy and energy cost data and reviews and submits data for interchange accounting. Participates in computer systems management with Engineering/Operations Manager – Control Center. Recommends the hiring, transfer, advancement, discipline, grievance adjustment or discharge of employees. Conducts performance evaluations and recommends approval or denial of merit increases. Performs job functions and responsibilities of Electric System Operator (560) as required. Performs other duties as required.

Other Important Duties

Requisitions supplies and equipment for the operation of the assigned shift of the Control Center. Keeps abreast of job specific and general developments in area of responsibility through reading, research and attending training sessions, conferences, etc. Performs related work as required.

DESIRABLE QUALIFICATIONS**Knowledge, Abilities and Skills**

Thorough knowledge of the principles, practices and methods of the electric utility industry, power generation, power dispatching, transmission and distribution operations. Thorough knowledge of the relationships of power dispatching and distribution functions of the entire electrical utility system. Considerable knowledge of the occupational and safety hazards involved in the operation of the electric facilities and high-voltage transmission and distribution equipment. Considerable knowledge of modern digital computer technology, operation and theory. Ability to communicate effectively, orally and in writing. Ability to establish and maintain effective working relationships as necessitated by the work. Ability to assign and review the work of subordinates and provide instructions in a manner conducive to improved performance and high morale.

Minimum Training and Experience

Possession of a high school diploma or an equivalent recognized certificate and six years of experience as a system control operator in electric utility power system generation, transmission and distribution; or an equivalent combination of training and experience.

Necessary Special Requirements

Must have at the time of appointment and maintain throughout his/her period of employment a North American Electric Reliability Council (NERC) System Operator Certificate(RC level)

Pursuant to NERC and FRCC Reliability Coordinator requirements, incumbents must be able to communicate clearly, both orally and in writing, using the English language.

Employees in this classification that are required to have unescorted access to the Electric Control Center will be required to complete a personnel risk assessment consisting of an identity verification and seven-year criminal history screening (minimum) and maintain satisfactory clearance for continued employment.

Individuals in this classification must be available to serve on-call and are subject to having to work outside of their assigned shift/schedule to meet operational needs.

Must be able to distinguish between red and green.

Individuals in this classification must be able to work rotating shifts of 12 hours in length that cover 24 hours a day 7 days a week.

During emergency situations, this position is considered essential staff and is required to be available to work extended hours, included being required to remain at the work location(s) away from their family overnight.

Must possess a valid Class "E" State driver's license at the time of appointment (at the department director's discretion, the noted license may not be required).

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