



EMPLOYMENT OPPORTUNITY WITH CITY OF VERNON

4305 Santa Fe Avenue, Vernon, California 90058
(323) 583-8811

PRINCIPAL ELECTRICAL ENGINEER

MONTHLY SALARY: \$11,654 - \$14,166*

*Plus 2% Cost of living increase effective: July 8, 2018

EMPLOYEE PAYS 8% (Classic) or 5.75% (New) CONTRIBUTION TO CalPERS

Classic CalPERS members 2.7% at 55 - New CalPERS members 2% at 62

FINAL FILING DATE: SUNDAY, August 5, 2018

THIS RECRUITMENT IS TO FILL ONE FULL-TIME VACANCY IN THE VERNON PUBLIC UTILITIES DEPARTMENT AND TO ESTABLISH AN ELIGIBILITY LIST TO BE USED FOR FUTURE VACANCIES.

SUMMARY: Under limited supervision, plans, assigns, supervises, and reviews engineering staff work; performs professional, technical and complex electrical engineering work related to planning, and construction of generation, sub-transmission, distribution, substation facilities, distributed generation, maintenance, repair, and construction of public utility system and capital improvement projects.

Essential functions, as defined under the Americans with Disabilities Act, may include any of the following but not limited to representative duties, knowledge, and skills listed below. This is not a comprehensive listing of all functions and duties performed by incumbents of this class; employees may be assigned duties which are not listed below; reasonable accommodations will be made as required. The job flyer does not constitute an employment agreement and is subject to change at any time by the employer.

- Prepares, reviews, and approves engineering drawings, work orders and purchase orders; checks construction plans and construction work order packages for proper engineering practices.
- Assists in implementing equipment maintenance programs and the analysis and remedy of major equipment failures, station service interruptions, and safety problems.
- Supervises and participates in electrical systems planning and electric load management.
- Performs electric power system studies including load flow and short circuit studies and analyzes data.
- Develops power distribution switching procedures.
- Prepares detailed specifications for equipment, materials, and projects.
- Plans, assigns, and reviews the work of assigned engineering staff; assists in development and implementation of goals, objectives, policies, priorities, programs and major projects.
- Supervises assigned staff; sets work priorities; creates work schedules; provides training; conducts performance evaluations; rewards and/or disciplines employees.
- Supervises the development of plans and estimates for construction and major repair of the electrical system including generation, substations, sub transmission and related facilities.
- Assists in the preparation of annual budgets for assigned division; assists in developing and implementing capital improvement projects; may monitors budgets; prepares and provides justifications for project costs and annual budgets.
- Assists with the development of plans and estimates for construction and major repair of utility systems, including overhead and underground transmission and distributions lines and systems; reviews and may approve engineering drawings, work orders, and purchase orders; reviews electrical designs and layouts proposed by staff or developers.
- Assists with the purchase, distribution, conservation and sale of electric, gas, and telecommunications services; assists with forecasts equipment requirements to meet standards.
- Maintains compliance with state and federal requirements for safety and environmental impact.

MINIMUM QUALIFICATIONS:

Education, Training and Experience Guidelines: Bachelor's Degree in Electrical Engineering with technical training in substation and protective relaying systems, AND seven years of progressively responsible professional experience in planning, designing, and construction of electric distribution substations and projects, including three years in a responsible lead or supervisory capacity in the electric utility field.

Knowledge of:

- Customer service and public relations methods and practices.
- Electrical engineering methods, practices, and computations for project planning, designs, technical plans, specifications, estimates, and reports for public electric utility and infrastructure improvement projects.
- Advanced electrical engineering methods, practices, and computations for project planning, designs, technical plans, specifications, estimates, and reports for public electric, gas, and telecommunications utility and infrastructure improvement projects.
- Budgeting, engineering economics, and principles of supervision and management.
- Methods, material, and techniques used in electric systems construction, and inspection practices.
- Methods, material, and techniques used in substation and protective relaying systems and SEL relays.
- Principles and practices of government project management and methods of evaluating construction contract compliance.
- Principles and practices of record keeping and records management; principles of record keeping and records management.
- State and federal codes and regulations governing public utilities projects.

Skill in:

- Administering contracts and managing construction projects; supervising and coordinating the work of engineering personnel and contractors.
- Collecting and analyzing data and information to draw logical conclusions and make effective recommendations.
- Establishing and maintaining cooperative working relationships with co-workers, contractors, property owners, other City personnel, and the public.
- Interpreting and applying state and federal statutes, codes, rules, and regulations.
- Making complex electrical engineering computations and to check, design and supervise the preparation of electrical engineering plans and studies.
- Operating a personal computer utilizing standard and specialized software.
- Working effectively with others to develop solutions for problems; communicating effectively both verbally and in writing.
- Performing efficiently and effectively under pressure.

LICENSE & CERTIFICATION REQUIREMENTS: A valid California State Driver's License is required. Registration as a Professional Engineer with the California State Board of Registration for Professional Engineers is required.

SELECTION PROCESS: Completed application packets will be reviewed and those whose qualifications meet or exceed the requirements of the position will be considered to participate in the recruitment process. Resumes are not accepted in lieu of City applications. Please be advised that if you submit multiple applications, the most current application will be accepted and reviewed. To view the complete job description, please visit the City website. The City of Vernon is an equal opportunity employer.

Applications must be submitted On-line via the City's Employment Portal

If you have any questions, please contact:

City of Vernon Human Resources Department

(323) 583-8811 ext. 166

Monday through Thursday, 7:00 a.m. to 5:30 p.m.

www.cityofvernon.org