



City of Arts & Innovation

CITY OF RIVERSIDE
invites applications for the position of:
**UTILITIES ELECTRICAL
ENGINEER**

SALARY: \$39.49 Hourly
\$3,159.23 Biweekly
\$82,140.00 Annually

OPENING DATE: 08/22/19

CLOSING DATE: 09/08/19 11:59 PM

THE POSITION:



The City of Riverside is accepting applications for the position of **Utilities Electrical Engineer** to fill one (1) vacancy in the **Energy Delivery Engineering Division** of the **Public Utilities Department**. The eligibility list established may be used to fill the current and/or upcoming vacancies within this classification for up to six (6) months.

The Utilities Electrical Engineer, under general supervision, will perform supervisory and professional electrical engineering work in the design, investigation and construction of electric utility projects; and do related work as required. As incumbents progress through this job series, projects become considerably more technically demanding and may involve direct supervisory responsibilities and duties.

WORK PERFORMED:

Typical duties may include, but are not limited to, the following:

- Plan and perform their work and complete special projects requiring advanced engineering and technical ability.
- This responsibility includes such projects as:

Update written directives for their department and for use by other employees to include:

Engineering Guidelines
Standard Material Lists
Standard Specifications
Technical and administrative policies and procedures

- Research activities pertaining to new and failed materials, engineering and construction practices.
- Economic, loading, load flow and project justification reports.
- Other directives as required.
- Develop large engineering projects and other engineering projects that may have special problems which have an important effect on other significant utility projects.
- Provide background information and documentation for management consideration on major projects and technical matters involving engineering theories, concepts and principles.

- Make sound decisions independently on minor technical problems and methods related to the work being performed.
- Act in an advisory capacity to other engineering personnel of limited experience.

QUALIFICATIONS:**Education and Experience:**

Education: Graduation with a bachelor's degree in electrical engineering from a college or university with an accredited four or five year degree program, in electrical engineering. A bachelor's degree in civil or mechanical engineering from a college or university with an accredited four or five year degree program with two additional year's experience doing professional electric utility engineering can substitute for an electrical engineering degree. The completion of post-graduate courses related to electric utility engineering is highly desirable. Registration as a Professional Engineer cannot substitute for the required education.

Experience: Three years of experience in professional electric utility engineering work comparable to that of [Utilities Associate Electrical Engineer](#) in the City of Riverside Electric Utility. An Engineer-in-Training Certificate is highly desirable.

Necessary Special Requirement

Possession of an appropriate, valid class "C" California Motor Vehicle Operator's License.

Highly Desired Qualifications

- Bachelor's degree in electrical engineering from a college or university with an ABET accredited four or five year degree program.
- Experience with transmission and distribution system software.
- Experience performing transmission and distribution system planning studies.
- Experience updating system planning criteria, guideline documents and standard procedures.
- Experience working for an electrical utility company.
- Knowledge of distribution automation, system protection and power quality.

SELECTION PROCESS:**DOCUMENTS REQUIRED AT THE TIME OF APPLICATION:**

1. Completed Employment Application
2. Completed Supplemental Questions

IMPORTANT INFORMATION ON SCHEDULING ASSESSMENTS:

If you are selected to move forward in the assessment process, you may be required to self-schedule your appointment. You will be notified via email of your status and provided with self-scheduling instructions. Please check your email regularly following the closing date of this recruitment.

The selection process will begin with an employment application package screening, with the best qualified candidates being invited to participate further in the assessment process. This process may include any combination of written, performance, and oral assessments to evaluate job-related education, experience, knowledge, skills, and abilities. Those who successfully complete the selection process will be placed on the eligibility list for this classification.

It is the responsibility of candidates with a disability requiring accommodation in the assessment process to contact the Human Resources Department in writing to request such accommodation prior to the closing date of this recruitment.

Appointment may be subject to the successful completion of a pre-employment background investigation, drug screen, and/or medical/physical examination.

NOTE: The City reserves the right to modify selection devices and test instruments in accordance with accepted legal, ethical, and professional standards. Candidates may reapply when there is a posting to establish an eligibility list.

EDUCATIONAL REQUIREMENTS:

Proof of education listed in your application will be requested at the time of conditional offer. Acceptable documentation consists of transcripts or degree, if applicable, by the accredited U.S. college or university.

Education obtained outside the United States (US) require one of the following options:

- A. An equivalency statement from an evaluation company certified by the National Association of Credential Evaluation Services (NACES) at <http://www.naces.org/members.html> or the Association of International Credential Evaluators Inc. (AICE) at <http://aice-eval.org/members/>.
- B. An advanced-level degree from an accredited US college or university.

All applicants will be notified via e-mail or telephone of their application status and the assessment dates/times/locations after the closing date of this announcement.

THE PROVISIONS OF THIS JOB ANNOUNCEMENT DO NOT CONSTITUTE AN EXPRESSED OR IMPLIED CONTRACT.

**CITY OF RIVERSIDE, AS AN EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER,
ENCOURAGES APPLICANTS FROM DIVERSE BACKGROUNDS TO APPLY.**



APPLICATIONS MUST BE FILED ONLINE AT:
<http://www.riversideca.gov>

Position #19-7176-01
UTILITIES ELECTRICAL ENGINEER
OG

3900 Main Street
Riverside, CA 92522
951-826-5808

cityjobs@riversideca.gov

UTILITIES ELECTRICAL ENGINEER Supplemental Questionnaire

- * 1. **Instructions:** The information on the application and your responses to the following supplemental questions will be used to determine whether you meet the minimum and/or highly desirable qualifications for the position in which you are applying. Detailed responses must be provided for each question in order to ensure qualifications are properly considered.
*(*Do not refer to a resume in lieu of completing the supplemental questions).
Employers listed on this questionnaire must also be listed and fully detailed in the work experience section of your application.*
 - I understand.
- * 2. Please indicate the type of valid driver's license you currently possess.
 - None
 - Class A
 - Class B
 - Class C
 - Out of State License
- * 3. Please indicate the highest level of education that you have completed.

- Less than a High School Diploma or GED
 - High School diploma or GED
 - Some college (up to 59 semester units or 89 quarter units)
 - Associate's degree or equivalent (60 semester or 90 quarter units)
 - Bachelor's degree or equivalent (120 semester or 180 quarter units)
 - Master's degree
 - PhD
- * 4. Please indicate which area of major coursework you possess a bachelor's degree, or higher, in, if applicable:
- Electrical Engineering
 - Electrical Engineering-ABET accredited program
 - Civil Engineering
 - Mechanical Engineering
 - I do not possess a bachelor's degree, or higher, in any of the areas above
- * 5. Please indicate which of the following certifications you possess, if any.
- Engineer-in-Training (EIT)
 - Professional Registration in California as an Electrical Engineer (PE)
 - None of the Above
- * 6. Please indicate the years of experience you possess in professional electric utility engineering work comparable to that of [Utilities Associate Electrical Engineer](#) in the City of Riverside Electric Utility.
- None
 - Less than 3 years
 - 3 years or more, but less than 4
 - 4 years or more, but less than 5 years
 - 5 years or more
- * 7. Please indicate the following regarding your experience listed in Question #6 above, or relevant work experience:
- Employer:
Job Title:
Years of Experience:
Examples of Duties:
- * 8. Which of the following transmission and distribution system software applications do you have experience in (please check all that apply):
- Synergi Electric
 - CYMCAP
 - ASPEN
 - Other similar software applications
 - None of the Above
9. If you selected "Other similar software applications" to Question #8 above, please specify the program/software name(s):
- * 10. Which of the following areas do you have experience with (please check all that apply):
- Performing transmission system planning studies
 - Performing distribution system planning studies
 - Updating system planning criteria, guideline documents and standard procedures
 - Working for an electrical utility company
 - None of the Above
- * 11. Please indicate the following regarding your experience to Question #10 above, or relevant work experience:
- Employer:
Job Title:

Years of Experience:

Examples of Duties: If you answered "None of the above", please indicate "N/A."

* 12. Which of the following areas do you possess knowledge of (please check all that apply):

- Distribution automation
- System protection
- Power quality
- None of the above

* 13. **Certification:** I understand that I **cannot** update my application once it has been submitted. Therefore, I have fully completed **ALL** sections, provided **full descriptions of my duties and responsibilities** for each employer, and have fully answered **ALL** questions on the Supplemental Questionnaire. (**Do not refer to a resume or other documentation, as it will not be reviewed.**) *Employers noted on the Supplemental Questionnaire must also be included and fully detailed on the Application.*

I understand.

* Required Question