



CITY OF SANTA CLARA
invites applications for the position of:
**Principal Electric Utility
Engineer**

SALARY: \$89.34 - \$115.61 Hourly
\$15,484.81 - \$20,038.92 Monthly
\$185,817.72 - \$240,467.04 Annually

OPENING DATE: 05/27/22

CLOSING DATE: Continuous

EXAM WEIGHT: 100% Oral

TENTATIVE EXAM INFORMATION:

DESCRIPTION:

The City

The City of Santa Clara is a "full service" city – one of only a few communities in the Bay Area that has its own police, fire, library, recreation, and electric, water, and sewer utilities, as well as all of the other departments and civic amenities expected in a thriving community. Santa Clara is a family-oriented and business-friendly city, led by a city government that has developed an award-winning ethics program and a commitment to fostering public trust. Located in Santa Clara County at the southern tip of San Francisco Bay, about 45 miles south of San Francisco, Santa Clara is a strategic regional hub, convenient to freeways, airports, railroads, expressways, light rail, and other public transportation.

The Department - Silicon Valley Power (SVP)

SVP currently provides over 40 percent of Santa Clara's electricity from carbon-free renewable resources. In addition to using green energy from large-scale wind, solar, geothermal and hydroelectric projects outside of the area, SVP employs innovative ways to locally produce electricity by capturing and burning methane gas from a closed city landfill and using power from solar generating systems on city-owned garages and vacant, unusable land. It is the mission of Silicon Valley Power to be a progressive, service-oriented utility, offering reliable, competitively priced services for the benefit of Santa Clara and its customers. Being competitive in the marketplace with a continuous focus on customer service, SVP can provide economic value to the City of Santa Clara and its customers while maintaining low residential rates and offering competitive rates for all customers.

The Position - Principal Electric Utility Engineer

Silicon Valley Power seeks a dynamic, engaging, and highly qualified professional for two current vacancies in the Principal Electric Utility Engineer position. This unclassified management position will be responsible for performing and managing the work related to planning, engineering, design construction, operations, maintenance, and regulatory compliance of electric utility transmission, distribution and generation facilities in addition to leading department priorities.

The City of Santa Clara's Silicon Valley Power (SVP) is hiring two Principal Electric Utility Engineer within the Capital Projects and Project Management Division. The Principal Electric Utility Engineer is an "at will" management position responsible for managing a division of the Electric Department. The ideal candidates will be a proven professional who enjoys working in an environment of growth and expansion. Individuals should enjoy contributing to a collaborative culture and influencing progress by offering new solutions and ideas. Strong candidates will be

equally adept at managing technical information and contractual terms as well as working with people inside and outside of their organization.

Capital Projects (System Expansion Plan): This position will take a lead role in direct oversight of SVP System Expansion Plan to meet significant load growth of 400 MW in the next decade. Silicon Valley Power's (SVP) 3-year Growth Plan Strategy Report identified \$200 million in term system expansion projects required to be initiated in the near term to meet this increased load demand safely and reliably. SVP has contracted with AECOM to provide program management and project management services to support these expansion projects. This high profile position is expected to work collaboratively with utility operations, field forces communicate effectively with SVP's larger customers (data centers, developers).

Engineering Analytics, Maps and Records: This position will manage the Engineering maps and records section which is responsible for managing encroachment permit reviews, supporting all electric divisions with records requests and maintenance of CAD drawings for substations and substructures as well as overhead electrical infrastructure that is maintained within the Geographic Information System (GIS). In addition to the Principal Engineer will be expected to manage consultants in performing project management for one or more capital projects. As part of implementing SVP's Strategic Plan, this position will lead the team to implement the vision for GIS for fully support engineering for enterprise asset management, transmission & distribution system analytics, system planning, interactive voice response, distribution management systems, and distributed energy resource management.

This recruitment may be used to fill multiple positions in this, or other divisions or departments. If you are interested in employment in this classification, you should apply to ensure you are considered for additional opportunities that may utilize the applicants from this recruitment.

This is a management position in the unclassified service, responsible for performing and managing the work related to planning, engineering, design construction, operations, maintenance and regulatory compliance of electric utility transmission, distribution and generation facilities. The position requires a demonstrated ability to work well with management, professional and administrative support employees in the Department and with customers, professionals, managers and all City Departments. As a member of the City's unclassified service, this is an "at-will" position, and the incumbent serves at the discretion of the City Manager. An incumbent in this classification demonstrates strong ethical, professional, and service-oriented leadership and interpersonal skills; sets a good example; and correctly applies the tenets of the City's Code of Ethics and values.

TYPICAL DUTIES:

Duties include, but are not limited to the following:

Under general direction:

- Plan, develop, coordinate, perform, and direct activities of assigned work area relating to planning, engineering, design construction, operations, maintenance and regulatory compliance of electric utility transmission, distribution and generation facilities
- Provide recommendations on a broad spectrum of related issues
- Manage assigned staff, provide technical instructions and assistance as necessary
Develop, perform and manage the implementation of utility plans based upon applicable State and Federal laws
- May be responsible for directing the activities of consultants and contractors
- Act as a mentor to staff and provide them with leadership, training, direction and support
Attend meetings and work with engineers, contractors, specialists and City staff to ensure that City guidelines are met in the determination of requirements of projects
- Represent the City at industry meetings, management groups, professional organizations, and other meetings
- Make periodic and special reports, which describe the current activities and prepare reports, including findings and recommendations, as required
- Direct or conduct studies and analysis related to the reliability of the electric system to ensure compliance with appropriate Federal Energy Regulatory Commission/North

American Electric Reliability Corporation (FERC/NERC) and industry reliability standards Prepare or direct the preparation of purchase specifications required to implement Electric Utility Department purchases in connection with system expansion and improvements Conduct evaluation of new equipment, methods and materials pertinent to the design, construction, operation and maintenance of the electric system, and make recommendations to appropriate Managers

- Confer with and assist in the development of long-range plans, goals and objectives, and budgets
- Manage, schedule and evaluate the work assigned staff, and develop processes designed to support a continuous learning environment
- Analyze assigned work area to determine the most efficient and effective assignment of staff
- Make specialized technical studies and/or investigations
- Prepare complete and comprehensive oral and written reports and make recommendations on engineering and related issues
- Prepare the budget, recommend allocation funds within guidelines; monitor expenditures to ensure adherence to the approved budget, manage contractual services
- Administer and assist in the staffing, administrative and financial matters of the department May act as the Assistant Director of Electric Utility in his/her absence
- Perform other related duties as assigned

MINIMUM QUALIFICATIONS:

EDUCATION AND EXPERIENCE:

Education and experience equivalent to graduation from an accredited college or university with a Bachelor's Degree in electrical, mechanical, civil or other related field of engineering Five (5) years of increasingly responsible experience in electric utility engineering work. Candidates from a non-accredited college or university must demonstrate educational equivalency by registration as a professional electrical, mechanical or civil engineer in the State of California.

Possible Substitutions:

A Master's Degree in electrical, mechanical or civil engineering, or business or public administration from an accredited college may be substituted for one year of experience.

REGISTRATION:

Possession of a certificate of registration as a Professional Engineer in the State of California is required.

LICENSE(S):

Possession of a valid California Class C driver's license is required at the time of appointment and for duration of employment.

OTHER REQUIREMENTS:

Prior to hire, candidates will be required to successfully pass a pre-employment background check, which may include employment verification, credit check, a DMV record check, a criminal history check and Department of Justice (DOJ) fingerprinting. Any information obtained will be used to determine eligibility for employment in accordance with the law. A conviction history will not necessarily disqualify an applicant from appointment however, failure to disclose a conviction when required will result in disqualification from the recruitment process.

Must be able to perform all of the essential functions of the job assignment. May be required to work unusual hours in emergency situations. Required to pass initial and periodic comprehensive background checks, which may include fingerprinting to meet Federal, State, and/or industry security requirements.

CONFLICT OF INTEREST:

Incumbents in this position are required to file a Conflict of Interest statement upon assuming office, annually and upon leaving office, in accordance with City Manager Directive 100.

Meeting the minimum qualifications does not guarantee admittance into the examination process. Only the most qualified candidates who demonstrate the best combination of qualifications in relation to the requirements and duties of the position will be invited to test.

Federal law requires all employees to provide verification of their eligibility to work in this country.. The City will not sponsor, represent or sign any documents related to visa applications/transfers for H1-B or any other type of visa which requires an employer application.

KNOWLEDGE, SKILLS, AND ABILITIES:

Knowledge of:

- Principles of electrical utility planning and engineering involved in the development, construction, production, operational methods in interconnected utility areas, principles of program evaluation, forecasting and planning, probability and energy analysis and formulation; customer service; telecommunications and controls; and information technology
- Principles of engineering economics, statistical analysis and forecasting
- Principles of management, supervision, personnel administration, training and performance evaluation
- Principles of organization and management, effective leadership and municipal budgeting and administration
- Regulatory laws, standards and requirements including FERC/NERC Reliability Standards Research methods and statistical analysis
- Problem solving and conflict resolution practices and techniques Complex spreadsheets and database applications
- Preparation and administration of contracts and fiscal planning Project and workload planning
- Environmental and safety practices, procedures and standards

Ability to:

- Analyze complex data; resolve applicable problems; evaluate alternatives and recommend an appropriate course of action
- Effectively negotiate contracts and customer business relations Manage contractor activities
- Manage project development and operations management
- Identify, research and gather relevant information from a variety of sources
- Exercise sound and independent judgment, conduct independent analyses and make recommendations on difficult and sensitive issues
- Anticipate potential problems, develop contingency plans when needed and solve concurrent problems
- Provide leadership and management through coaching, empowering and facilitating employees working in a team environment
- Create a culture that is conducive to change and one that is able to select, recruit, retain, develop and motivate a skilled and talented workforce where everyone knows their mission, role and job expectations
- Establish clear goals and objectives in order to create an organization that delivers excellent customer service through ethical leadership standards, and establishes an atmosphere of respect for employees consistent with the City's Code of Ethics and Values
- Build constructive relationships by promoting collaborative partnerships with department peers, bargaining units, employees, citizens, and others contacted in the course of work Represent and speak for the department and its work, e.g., presenting, explaining, promoting, defining, and negotiating to those within and outside the department by making clear and convincing oral presentations to individuals and groups, by listening effectively and clarifying information and by facilitating an open exchange of ideas

- Prepare and present highly technical and complex written and oral reports using multi-media to large groups and City staff
- Work effectively as a member of the department's management team to achieve common goals and be able to deliver excellent customer service to both internal and external City clients
- Plan, organize, direct, and coordinate organization activities and effectively manage the assigned work
- Work effectively and coordinate multiple projects and complex tasks simultaneously in time-sensitive situations and meet deadlines
- Communicate logically and clearly, both orally and in writing. Follow oral and written instructions
- Understand and carry out highly complex technical tasks
- Use computer applications to prepare memos and procedural documentation. Create, manage and maintain complex filing and record systems
- Walk or stand for extended periods of time and bend, stoop, crawl, climb, lift or any other physical requirement as necessitated by the position to perform assigned duties

You must answer all job-specific questions in order to be considered for this vacancy or your application will be deemed incomplete and withheld from further consideration. Applications must be filled out completely (i.e. do not write "see resume or personnel file.") To receive consideration for the screening process, candidates must submit a **1) Cover Letter and, 2) Resume.**

Incomplete applications will not be accepted. Application packets may be submitted online through the "Apply Now" feature on the job announcement at www.santaclaraca.gov. **This posting is continuous or open until filled. The first application review will be on June 17, 2022 at 4:00 PM Applications will be reviewed every three (3) weeks for consideration to the position. This recruitment may close without notice so interested applicants are encouraged to apply immediately,**

APPLICATIONS MAY BE FILED ONLINE AT:
<http://www.santaclaraca.gov>

Position #27-22-145
PRINCIPAL ELECTRIC UTILITY ENGINEER
JM

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Santa Clara, CA 95050
408-615-2080
Fax: 408-985-0667

humanresources@santaclaraca.gov

Equal Opportunity Employer

Principal Electric Utility Engineer Supplemental Questionnaire

* 1. Select the option that describes how you meet the minimum qualifications:

- I possess a Bachelor's Degree from an accredited college or university in electrical, mechanical, civil or other related field of engineering AND five (5) years of increasingly responsible experience in electric utility engineering work.
- I possess a Master's Degree in electrical, mechanical or civil engineering, or business or public administration from an accredited college or university AND have four (4) years of increasingly responsible experience in electric utility engineering work
- I possess a Bachelor's Degree from a non-accredited college or university, have a Professional Engineering license in electrical, mechanical or civil engineer in the State of California AND five (5) years of increasingly responsible experience in electric utility engineering work.
- I possess a Master's Degree from a non-accredited college or university, have a Professional Engineering license in electrical, mechanical or civil engineer in the State of California AND four (4) years of increasingly responsible experience in electric utility engineering work.
- I do not meet the minimum qualifications.

- * 2. Describe in detail your increasingly responsible experience in electric utility engineering work. Include where you obtained this experience and detail primary duties you performed.

- * 3. Select the option that best describes your Professional Engineering status:
 - I possess a certification of registration as a Professional Engineer in the State of California
 - I am in progress of obtaining a certification of registration as a Professional Engineer in the State of California
 - I do not possess a certification of registration as a Professional Engineer in the State of California

- * 4. Do you possess a valid State of California Driver's license?
 - I possess a valid State of California Driver's license.
 - I do not possess a valid State of California Driver's license, but have the ability to obtain one by appointment
 - I do not possess a valid State of California Driver's license and cannot obtain one by employment

- * 5. Briefly describe a time when you had to coordinate multiple competing projects. How did you organize your time, and what was the result?

- * 6. Please provide an example that demonstrates your ability to establish and maintain effective working relationships in team.

- * 7. The Principal Electric Utility Engineer position is a critical leadership role. What are some successful ways you have been able to motivate people working with you?

- * Required Question