



CITY OF COLLEGE STATION
invites applications for the position of:

Asst. Director of Electric Utility

SALARY: Depends on Qualifications

OPENING DATE: 04/28/17

CLOSING DATE: Continuous

DESCRIPTION:

Provide professional and technical advice and support to the Director of Electric Utility regarding the overall operation of the electric utility. Study, analyze, plan, document, and prepare designs for expansion, modification, operation and maintenance of the electric system. Supervise assigned divisions of the Electric Utility. Identify and address business needs and internal and external customer issues. Act as Director of Electric Utility in their absence.

PRINCIPAL DUTIES:

1. Manage, supervise, and administer the operation, design, and planning of the electric transmission/distribution system, electrical substations, administration, and/or dispatch.
2. Develop processes, implement plans, and conduct studies required to address the City's power supply needs. Work with vendors and power suppliers to negotiate contracts to minimize costs and risks for the City.
3. Identify areas of system and business needs; propose practical solutions; and assist with implementation of project plans and business decisions. Identify and justify projects for the electric system capital improvement plan. Participate in preparing and administering the division's budget and in implementing the work plan.
4. Study, analyze, plan, document, and prepare designs for extensions, expansions, modifications, and the maintenance of the electrical system to include structural and electrical calculations where appropriate. Design requirements will be in distribution line, transmission line, substation, system protection, and/or equipment control areas.
5. Research and develop distribution overhead and underground line construction standards and practices, including data and calculations on strengths and electrical performance.
6. Provide technical leadership and training to employees in the areas of substations, metering, dispatching, and/or engineering.
7. Develop written documentation and reports for designs, specifications, customer plan reviews, electrical reviews for Development Review Committee items, equipment selections, standards, procedures, agenda items for City Council, planning studies, special reports, project proposals, etc.
8. Participate in statewide transmission system planning, operation processes, and regulatory compliance including ERCOT meetings, subcommittees, and reporting.
9. Assist with implementing codes, rules, and regulations for customer installations and projects. Review plans and specifications related to electrical facilities or provision of electric service.
10. Perform other duties as assigned.

QUALIFICATIONS:

Required:

Bachelors Degree in Electrical Engineering or a related field; and seven (7) or more years of increasingly responsible experience in the electric power industry, including three (3) years supervisory

experience; or, an equivalent combination of education and experience sufficient to successfully perform the essential duties of the job. Demonstrated ability to communicate effectively both verbally and in writing.

Past experience should include the following:

- Experience with power system planning, engineering design, and/or project management as related to distribution, transmission, substation, or protection and control systems.
- Experience with transmission and/or distribution system modeling softwares.
- Experience in project/consultant management, project review, and capital planning.
- Thorough knowledge of, and experience in, design and repair or rehabilitation of electric substation, distribution, transmission, and/or relay and control systems.

Preferred:

Management experience in an electric utility. Experience in Transmission and Distribution Operations. Licensed as a Professional Engineer with the Texas State Board.

SUPPLEMENTAL INFORMATION:

To apply for this opportunity, please send a resume and cover letter to:
ADElectricRecruitment@cstx.gov

For more information, visit our webpage at:
<http://www.cstx.gov/index.aspx?page=3812>

An Equal Opportunity and Military Friendly Employer
APPLICATIONS MAY BE FILED ONLINE AT:
<http://csiobs.cstx.gov>

Position #1700737
ASST. DIRECTOR OF ELECTRIC UTILITY
VM

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