

JOB OPENING

CITY OF FARMINGTON

JOB POSITION #44: Senior Planning Engineer

NUMBER OF VACANCIES: 1

DEPARTMENT: Electric Utility

WORK LOCATION: MOC

HIRING RANGE: \$5,845.71 - \$6,926.79 per month

PAY CLASS: EPAT-0, Exempt

DAYS WORKED: Monday - Friday

HOURS WORKED: 8:00 a.m. – 5:00 p.m.

TYPE OF POSITION: Regular, Full-Time

APPLICATIONS WILL BE RECEIVED UNTIL: Open Until Filled, First Review April 18, 2008

JOB DUTIES

Resumes submitted without a City of Farmington Application will not be considered in our job selection process.

ESSENTIAL DUTIES:

Performs professional engineering work in the design and application of electric utility distribution and transmission practices.

Performs electric system long range planning studies. Researches electric system load growth patterns, establishes load projection guidelines for new development, reviews contingency plans to restore service under emergency conditions.

Identifies the need for major capital additions and project requirements to maintain integrity of the electric distribution network.

Conducts studies and develops information as needed to determine system design and customer loading guidelines for Engineering Division.

Collects and verifies engineering data collected at substation and special locations.

Performs voltage drop studies, fault studies, coordination studies, and other miscellaneous engineering studies as assigned on transmission and distribution systems.

Performs power requirements studies, load forecasts, construction workplans, system long range plans, and construction budgets.

Performs system integration with computer applications.

Plans and presents engineering program results to Engineering Supervisor, including defining the project philosophy, activities, milestones, and updates a schedule and budget for large engineering projects.

Provides reports on the status of project milestones and adjusts schedules accordingly.

Create monthly load (watt and var) reports from SCADA or metering.

5 Year Load Forecast: Predict individual circuit loads and power transformer loads. Maintain a 5-year forecast updated once per year.

- Use Monthly load reports.
- Examine building permits as a tool for prediction of load growth.
- Use work order as basis for prediction.

Run load studies as required to meet NERC standards.

Perform load flow analyses to determine number and location of circuit capacitors and voltage regulators to maintain a “flat” voltage profile on mains and laterals during all times of the day.

Compile average power factor at the substation in report.

Recommends areas to implement auto-adaptive control technology for capacitor switching.

Obtain an annual capacitor and recloser operation report.

Track critical, high, and high profile loads such as ATO services and industrial customer loads.

Evaluates materials, equipment, procedures, and analyzes material failure patterns to assure safety and reliability of the distribution system.

Prepares and revises specifications and standard drawings for electric material and equipment, designating parts and materials acceptable for specific applications using knowledge of electrical engineering and related disciplines.

Prepares stock item descriptions and evaluates vendors reporting results to Standards Committee.

Analyzes material specifications and construction practices for total owning cost and safety.

Seeks input and gains consensus or acceptance with user personnel in development of new guidelines and standards and communicates them to all Standards Committee members.

Develops metering standards and solutions, specifying equipment, purchase, installation and application.

Coordinates purchase of new material with Purchasing and Warehouse as required to complete Standards review of materials.

Reviews material design for compliance with engineering principles, company standards, prepares related specifications and recommends action at Standards Committee meetings.

Update and revise contingency plan for the electric utility.

Coordinates activities concerned with technical developments, and resolving engineering design and test problems.

Directs integration of new technical standards and products.

Evaluates and recommends action on new designs, specifications, and drawing releases.

The holder of this position is expected to perform independently and apply engineering training and judgment under overall direction and supervision of the Engineering Supervisor.

Performs data entry to build and maintain engineering data files.

Keeps records and administers distributed generation, alternative resource, and net metering programs.

Assists with power quality issues.

Performs minimal system design activities.

Voltage/VAR analysis: Analyze voltage profile and power factor for each circuit and each power transformer.

The above represents the scope and range of duties. Not all duties will be assigned nor is this an inclusive itemization of duties.

NON-ESSENTIAL DUTIES:

Perform such other duties as assigned by Electrical Engineering staff, including calculations and designs for distribution system substations, system protection, transmission and capital improvements.

Inspection of civil work (concrete foundations).

Substation and transmission design work under direct supervision of Senior Electrical Engineer.

System protection coordination work and analysis under direct supervision of System Protection Engineer.

May serve on various employee committees, as required and assigned.

The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.

QUALIFICATIONS

This position is subject to the City of Farmington's Drug and Alcohol Testing Policy which includes: pre-employment testing, post-accident testing, random testing, reasonable suspicion testing, return to duty testing, and follow-up testing.

Extensive background checks required.

Professional degree in electrical engineering or with utility experience a degree in computer engineering or computer science from a recognized university or college and a minimum seven (7) years experience as Planning Engineer in an electric utility . Must have operated load flow programs and/or software.

Willingness to accept assignments in all phases of Electric Utility operation for the purpose of developing a well-rounded background.

Course work in AutoCAD preferred.

Must have ability to follow direction of supervisors.

Current New Mexico driver's license required or able to obtain one with 60 days.

Positive contact with public is a major quality required.

Knowledge of construction standards and procedures to prepare work orders.

Knowledge of applicable local, state, and federal codes, rate schedules, extension rules and especially National Electric Safety Code (NESC) regulations, safety rules, and the system of accounts utilized by the Farmington Electric Utility Service (FEUS) or ability to learn.

Ability to establish and maintain working relationships with co-workers, supervisors, other City personnel and the public.

Ability and experience running load flow programs.

Ability to follow verbal and or written instructions.

Ability to work under stress and handle stressful situations.

Ability to meet deadlines.

Ability to operate tools and equipment listed.

Able to do limited traveling.

TOOLS AND EQUIPMENT USED:

Mapping/GIS work station, AutoCAD, and related software, printers, plotters, scanners, and other input/output devices, telephones, radios, and city vehicles.

PHYSICAL DEMANDS:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of the job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is frequently required to walk and occasionally will be required to walk over rough, undeveloped, heavy brush, and rocky ground. The employee is frequently required to stand; use hand to finger, handle, feel or operate objects, tools or controls; and reach with hands and arms. The employee is frequently required to sit, talk or hear; and occasionally required to stoop, kneel, crouch or crawl.

The employee must occasionally lift and/or move up to 50 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus. Employee will be viewing computer screen for several hours at a time.

WORK ENVIRONMENT:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Work is performed inside/outside in all types of weather conditions.

While performing the duties of this job, the employee occasionally works in outside weather conditions. The employee is occasionally exposed to wet and/or humid conditions.

The noise level in the work environment is moderate while in the field and quiet in the office.

WE ARE AN EQUAL OPPORTUNITY EMPLOYER, M/F.

Job Posting # 104 Planning Engineer