



JOB POSTING

Traverse City Light & Power

Announcement No. 22-003LP

June 2, 2022

FIELD ENGINEER

Applications are being accepted in the Traverse City Light & Power (TCL&P) Human Resources office for the position of Field Engineer.

Under the direction of the Supervisory Engineer, this position is responsible for meeting with customers, developers, contractors, and other agencies; designing new and upgraded services and developing material lists and cost estimates, planning related to reliability, capacity, new technologies, and oversight of the vegetation management contract.

- Educational requirements include a bachelor's degree in electrical, mechanical, or civil engineering.
- Ability to read project drawings such as residential/commercial building projects or road construction projects.
- Working knowledge of electric distribution system operations, design and layout preferred.

A detailed job description and additional minimum qualifications can be viewed at <http://www.tclp.org/Page/Careers>.

Salary range is \$78,008 - \$101,320, dependent on education and experience, with a competitive benefits package.

Position is open until filled. Please submit resume, cover letter, employment application and three professional references to:

Manager of HR & Communications
Traverse City Light & Power
1131 Hastings Street
Traverse City, MI 49686

Or via email to kschroeder@tclp.org

TCL&P is an Equal Employment Opportunity Employer

A diverse team makes a strong team. As an Equal Employment Opportunity employer, we are strongly committed to creating a dynamic and equitable workforce that mirrors the community and world that we serve. TCL&P encourages people from all backgrounds to apply.

TRAVERSE CITY LIGHT & POWER JOB DESCRIPTION

FIELD ENGINEER

<u>Supervised By:</u>	Supervisory Engineer
<u>Supervises:</u>	None
<u>Status:</u>	Administrative, Confidential and Technical (ACT) Exempt

General Summary:

Under the direction of the Supervisory Engineer is responsible for meeting with customers, developers, contractors, and other agencies; designing new and upgraded services and developing material lists and cost estimates, planning related to reliability, capacity, new technologies, and oversight of the vegetation management contract.

Essential Job Functions:

An employee in this position may be called upon to do any or all of the following essential functions. These examples do not include all of the duties which the employee may be expected to perform. To perform this job successfully, an individual must be able to perform each essential function satisfactorily.

1. Design, stake, estimate, and coordinate construction of overhead and underground electric distribution systems in accordance with National Electric Safety Code (NESC), TCL&P standards and sound engineering practices. This includes development of construction prints, construction details, identifying labor, material, and equipment requirements for the projects, as well as Customer and TCL&P costs utilizing various TCL&P computer programs. Prepare and acquire necessary permits and easements.
2. Communicate the design and construction process as well as all required Customer obligations to ensure Customer understanding.
3. Prepare and administer all phases of bid, award, contract, and construction for contracted work related to construction projects.
4. Perform all functions necessary for the physical accounting of facilities constructed, including the updating of permanent mapping and connectivity records in TCL&P's GIS.
5. Oversee the TCL&P Vegetation Management program. This includes deriving a required budget, managing the bid process, planning, and prioritizing work for the contractor, reviewing both work performed and invoicing. Identify and procure additional resources as required for storm work.
6. Provide support and installation assistance for various systems such as SCADA, metering at TCL&P and customer facilities, or wherever technical support is needed.

7. Calculate, design, and estimate for long term planning projects relating to distribution reliability, growth/capacity or new technologies.
8. Analyze automated metering infrastructure, SCADA, testing/recording equipment and other system data to identify and recommend system improvements.
9. Create and/or review T&D switching orders for planned and unplanned work.
10. Assist and work closely with the Operations Manager and Line Superintendent in daily operations.
11. Keep abreast of changes in the electric utility industry through attendance at conferences and meetings, contacts with other professionals, reading literature and participating in professional organizations.
12. Assist with ensuring proper adherence to safety regulations and practices and participates in the accident prevention program.
13. Establish and maintain effective relationships and use good judgment, initiative and resourcefulness when dealing with customers, employees, contractors, and representatives of other governmental units, professional contacts, City administrators, elected officials, and the public.
14. May perform the duties of the Supervisory Engineer temporarily as needed during absences.
15. May coordinate the work of interns.
16. Perform other duties as assigned.

Required Knowledge, Skills, Abilities and Minimum Qualifications:

The requirements listed below are representative of the knowledge, skills, abilities and minimum qualifications necessary to perform the essential functions of the position. Reasonable accommodations may be made to enable individuals with disabilities to perform the job.

- Bachelor's degree in electrical, mechanical, or civil engineering required with a preference for electrical.
- State of Michigan Vehicle Operator's License.
- Working knowledge of electric distribution system design and layout preferred.
- Working knowledge of National Electric Safety Codes, OSHA regulations, and other codes and regulations governing power distribution preferred.
- Working knowledge of utility system planning, operations, and safety preferred.

- Skill in designing and developing new electric connections and systems preferred.
- Ability to read project drawings such as residential/commercial building projects or road construction projects.
- Ability to use office equipment such as telephones, calculator, photocopier, personnel computer and software applications including word processing, spreadsheet, database, CAD and GIS.
- Ability to effectively communicate orally and in writing, make presentations and interact and communicate in a positive and professional manner with other employees, contractors, vendors, Board members, customers, and the public.
- Demonstrated ability to critically assess situations and solve problems, and to work effectively under stress, within deadlines and changes in work priorities.
- In addition to the above-mentioned requirements, this position requires the ability to read, write, speak, and understand the English language as necessary for the position; the ability to follow written and oral instruction; and be physically and mentally able to perform the essential duties of their position. Regular, consistent, and predictable attendance is also required.

Physical Demands and Work Environment:

The physical demands and work environment characteristics described here are representative of those an employee encounters while performing 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 stand, walk, sit, use hands and fingers, talk and hear. The employee must be able to squat, stoop or kneel. The employee must occasionally lift materials of moderate weight. The employee is regularly required to communicate in person and by telephone, read regular and small print, have limited mobility in an office setting, use manual dexterity to type and enter data, and use sight to read and prepare documents and reports.

While performing the duties of this job, the employee regularly works both indoors and outdoors and regularly drives a motor vehicle between work sites. While on project sites, the employee is occasionally exposed to fumes or airborne particles, outside weather conditions, moving mechanical equipment and the potential threat of electric shock. The noise level in the office work environment is usually quiet to moderate but may become loud on project sites.

Employee Signature

Date

TCL&P HR

Date