



Pend Oreille County Public Utility District  
An Equal Opportunity Employer

## Project Engineer - Electrical

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|-----------------------------|---|-----------------------|------------|
| <b>Department/Location:</b> | Engineering/Newport                                       | <b>FLSA Status:</b>   | Exempt     |
| <b>Reports To:</b>          | Chief Compliance,<br>Engineering, &<br>Technology Officer | <b>Grade:</b>         | 12         |
| <b>Supervises:</b>          | N/A   | <b>Revision Date:</b> | 09/03/2019 |

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### Job Description

Responsible for supporting the District's needs for electrical engineering and analysis critical to the District's functions as an electric utility.

### Essential Functions

- Work with Production, Engineering, and Operations personnel on planning and design to ensure efficient, safe and reliable construction and operation of District electric transmission, distribution and generation facilities and equipment.
- Work with Engineering and Production personnel to identify system improvement projects. Determine scope and requirements of potential projects. Develop alternatives, economic evaluations, and recommend action.
- Develop project estimates, schedules, and perform independent cost estimates for comparison to contractor supplied estimates.
- Assist in the review and development of project plans, project cost estimates and schedules, drawings and specifications, and building documents.
- Work with District employees as well as outside contract services to oversee project implementation and provide project management for approved projects.
- Specify equipment, engineering and construction practices for District projects.
- Perform detailed engineering evaluation of electric system events, practices and materials.
- Make decisions on material purchases and construction practices.
- Provide electrical oversight for District projects and capital installations.
- Provide daily direction of contractor personnel in accordance with contract documentation on assigned projects; conduct pre-construction meetings, construction progress meetings, and negotiate minor construction change requests.
- Oversee field inspector activities on assigned projects.
- Review inspection reports, test reports, submittals, maintain project logs, and prepare project reports consistent with good engineering practices.
- Work with affected District personnel to ensure the safe, secure, and reliable operation of the District's SCADA systems.
- Work with all stakeholders to develop effective procedures and policies in accordance with best utility practices and applicable regulatory requirements.
- Assist in developing training, maintenance, and testing programs consistent with best utility practices and applicable regulatory requirements.
- Provide technical support to the District Production, Engineering, Operations, and IT staff related to SCADA, system automation, communication, and electrical systems.



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- Attend local and regional meetings as required. May be required to work beyond regular workday and provide technical support during system or equipment outages.
- Perform under regular pressure to meet deadlines, perform tasks with a high degree of accuracy, process a large volume of work and resolve issues related to business needs of the District.

### Other Duties

- Understand and demonstrate a commitment to the P. U. D.'s mission, vision, core values, and strategic plan.
- Adhere to all safety policies and procedures. Promote a safe work environment for all employees, contractors, and customers, in order to ensure a reliable workforce and an educated community.
- Be respectful of all employees and customers, listening to their requests and understanding their needs.
- Act as a responsible steward of public assets and trust. Foster open and honest communications, listen, and understand other perspectives.
- Foster teamwork and promote unity of the District and its departments.
- Perform other duties as assigned.

### Education, Experience, & Training Required

Bachelor's Degree, or higher in Electrical Engineering or equivalent work experience/education and 5 years' experience in electric utility production and engineering.

- Basic knowledge of applicable NESC, OSHA, and WISHA regulations
- Strong working knowledge of SCADA, PLC, and RTU systems. Experience with communication protocols and network systems associated with the same.
- Knowledge of low, medium, and high voltage electrical equipment and systems.
- Experience with a variety of computer equipment, spreadsheet, word processor, CAD, database and project management software.
- Working knowledge of ANSI, IEEE, NESC, NEC, WAC and other applicable standards.
- Proven abilities in project management and quality oversight.
- Demonstrated ability to communicate and work effectively with all levels of the organization and outside agencies; use independent and discretionary judgment; manage confidential information. Is meticulous and detail oriented
- A Professional Electrical Engineering License is desired, by not required.

### Other requirements if box is checked

- Valid driver license
- CDL Endorsement
- Professional license or registration
- Post-offer drug test
- Post-offer background check
- Apprenticeship or other education/training required as a condition of employment, progression or advancement



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### **Physical Requirements**

- Perform low impact office work and be able to navigate a typical office environment.
- Able to handle material of moderate weight, up to 15 pounds and occasionally 35-40 pounds.
- Safely operate a motor vehicle and drive to other District work sites and other locations for project work, meetings, training, etc.
- Perform frequent repetitive hand/wrist motions and finger manipulation.
- Ability to use of one of more senses of medium intensity and long duration.