



Pend Oreille County Public Utility District
An Equal Opportunity Employer

Field Distribution Engineer

Department/Location:	Engineering/Newport	FLSA Status:	Non-Exempt,
Reports To:	Engineering Manager	Grade:	9
Supervises:	N/A	Revision Date:	5/14/2021

Job Description

Responsible for preparing electrical and fiber cost estimates and plans for Capital and Maintenance Improvement Projects; interfacing with customers and contractors to prepare electrical and fiber estimates that provide service in accordance with approved plans and specifications, as related to the construction of residential and commercial electric and fiber facilities. This includes, but is not limited to, assisting in ensuring that the District's electric and fiber systems have adequate capabilities to serve existing and future loads in a reliable and economical manner.

Essential Functions:

- Assist customers with questions and/or concerns regarding engineering activities.
- Conduct field review of project site to determine project design constraints.
- Prepare plans and specifications, staking sheet(s), and cost estimates for construction and maintenance of new and/or upgrade of electrical and/or fiber facilities.
- Process customer applications for electrical and fiber services, determine requirements, perform records searches; then, perform design work, prepare work orders, plans, and material lists for field construction, including related mapping activities.
- Design conception and planning of fiber system infrastructure requirements. Determine location and placement of fiber, terminal equipment, wireless access points, and other communications hardware.
- Review acceptable plans and specifications at established stages or indicate revisions necessary to meet approval requirements, and work with customers to achieve required corrections.
- Design and stake electric distribution lines generally in accordance with the Rural Utility Service (RUS) [Rural Electrification Administration (REA)] Standards, National Electrical Safety Code (NESC), and related District Distribution Standards.
- For both capital and maintenance activities, assist in the rehab, upgrade, or relocation of existing facilities, including related functions, as assigned.
- Assist in updating and maintaining records for work orders, pole contacts, construction assemblies, and system maps.
- Ensure that the District is in compliance with governmental (state, county and city) permitting for all overhead and underground plant.
- Maintain a positive, diplomatic and cooperative working relationship with the public and all District personnel



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Other Duties:

- Perform engineering duties as assigned.
- Must work directly or indirectly with District customers on a regular, ongoing basis. Must provide a high level of professional, prompt, efficient, accurate, courteous, and reliable service in such a manner as to reflect favorably on the District and to ensure high quality service to District customers.
- 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

- Completion of at least two (2) years of college level engineering courses in mechanical, civil, or electrical engineering, preferably electrical engineering in power systems, or a Bachelor's Degree in Engineering. Applicable experience may be accepted in lieu of education.
- A minimum of five (5) years of electrical distribution line construction experience or Distribution Field/Staking Engineer experience with distribution lines.
- Proficiency in the use of Microsoft Office tools – preferred.
- Directly related knowledge of NESC, NEC and RUS/REA principles and standards as applied to the staking of distribution voltage systems.
- Knowledge of principles and practices in the solution of engineering problems, as directly related to electric distribution systems.
- Demonstrated ability to communicate and work effectively with all levels in the organization as well as the general public, consultants and governmental agencies.
- Demonstrated abilities in basic surveying techniques and drafting protocol.
- Acquired flexibility in handling multiple assignments with changing priorities.
- Knowledge of survey tools, technology, and methods, including automated mapping systems – preferred.
- Interpersonal skills including clear and concise communication both in writing and verbally.

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

- Work environment is split between office which is sedentary in nature, and outside work which exposes employee to uneven terrain and weather elements, including climate extremes (temperature, precipitation, wind, etc.).
- Frequent use of a computer and exposure to terminal screens.
- Frequent repetitive hand/wrist motions and finger manipulation.
- Frequently handle material of moderate weight, up to 15 pounds and occasionally 25 pounds.
- There is occasional exposure to hazards or risk of injury that are primarily protected against or predictable.
- Typically requires use of one of more senses of medium intensity and long duration.
- 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.
- Outside the office, employee will be required to wear Personal Protective Equipment (PPE) such as hard hats, insulated gloves, earplugs and respirators according to the requirements of the environment or the particular task

Approvals:

_____ Employee	_____ Date
_____ Manager	_____ Date
_____ Human Resources	_____ Date
_____	_____

Public Utility District No. 1 of Pend Oreille County is a publicly owned municipal corporation organized under the laws of the State of Washington. The primary purpose of the PUD is the efficient generation, transmission and distribution of electrical energy, as well as the provision of water and wholesale broadband services. The PUD serves the residents of Pend Oreille County and operates on revenues from the sales of its utility services. Employment at Pend Oreille County Public Utility District is at-will. This job description is not a contract of employment. Signing of this document is an acknowledgement of responsibilities assigned to this position