JOB DESCRIPTION

TITLE: Energy/Electrical Coordinator

SECTION: Irrigation

DEPARTMENT: Engineering

SRN: 39

REPORTING RELATIONSHIP:

Reports to: Engineering Manager, ISWEE

Supervises the following: None

DEFINITION: Under general supervision, is responsible for the efficient use of energy, energy acquisition at best cost, and implementation of energy saving programs.

ESSENTIAL FUNCTIONS:

1. Review the District’s electric energy consumption and the systems that utilize electric energy and recommends methods for increased energy efficiency and savings in energy costs.

2. Review electric energy billing plans and identify and implements more economical plans without impairing District services.

3. Compile and analyze field safety data by safely and accurately using electrical measurement equipment.

4. Research and identify standardized project design requirements utilizing appropriate technological innovations and advances.

5. Conduct computer modeling of electric and controls systems.

6. Apply the principles of engineering economics in the preparation of alternate plans of energy use and/or acquisition.

7. Research and keep current on the electric energy market, including utility tariffs, working to optimize District energy dollars.

8. Provide expertise as a resources to District project engineers for capital improvement projects and to District operations personnel for operation and maintenance of existing facilities.

9. Perform functions related to the efficient and cost effective use of energy.
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MINIMUM QUALIFICATIONS:

License or Certificate: Valid Vehicle Operator’s License issued by the state Department of Motor Vehicles. Department of Motor Vehicles driving record may influence employment or classification.

And

Possession of a valid Engineer in Training Certificate.

Experience: Any combination of training and experience, which would likely provide the required knowledge and abilities, is qualifying. A typical way would be to have one year of experience with electric energy use and/or acquisition in a water, wastewater or similar environment.

Education: Typically, the successful candidate will possess a Bachelor of Science Degree in Electrical Engineering or a related field from an accredited college or university.

Knowledge of:
- Principles and practices of electrical engineering.
- Principles and practices of engineering economics.
- Electric energy generation, distribution and rate structures.
- Power distribution load control systems and power electronics.
- General personal computer use and applications as they relate to engineering, spreadsheets and database management.
- Electrical safety practices and procedures.
- Fundamental understanding of water and wastewater engineering.
- Technical writing skills as required for the preparation of contracts, administration of contracts, and District correspondence.

Abilities:
- Perform engineering work in the optimization of electric systems utilized in a water and/or wastewater environment.
- Perform detailed analysis of energy use and recommend improvements in efficiency.
- Prepare detailed estimates of energy costs under different alternatives, recommending the best blend of energy efficiency and cost savings.
- Act as a resource to project engineers, other departments and other agencies providing expertise in the electric and energy field.
- Solve difficult engineering problems utilizing engineering principles, computer applications and creative thinking.
- Work cooperatively with others.
- Communicate effectively verbally and in writing.
- Work safely around electrical equipment and instruct others in safe practices.
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PHYSICAL REQUIREMENTS:

1. Drives district vehicle to job sites including over rough terrain.
2. May work in extreme weather conditions including heat and rain.
3. Uses telephone and two-way radio to communicate.
4. Uses personal computer, keyboard, mouse and monitor for long periods.
5. Climbs ladders to a height of 20’ or more.
6. Lifting is generally limited to 25 lbs. or less.

See Human Resources for physical assessment form.