

# Floresville Electric Light & Power System

## Electrical System Engineer

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### Position Details

Eligible Applicants:	Open to the Public
Job Status:	Full Time
FLSA Pay Status:	Exempt
Salary Pay Grade:	N/A
Reports To:	Chief Executive Officer
Typical Schedule:	8:00 a.m. – 5:00 p.m., Monday through Friday
Open Date:	March 7, 2023
Close Date:	Open until filled
Advertised Salary:	Salary offered commiserate with qualifications.

### Job Summary

The purpose of this position is to serve on the FELPS management team and provide support to the Chief Executive Officer. This is accomplished by preparing plans, specifications, contracts, and cost estimates for assigned projects requiring electrical engineering experience, preparing and evaluating contract engineering, construction and equipment bids, administering, and reviewing consultant work, reviewing and determining applicable industry standards, and performing engineering design work, as required. Other duties include providing community support and goodwill, serving on various industry committees and boards, and coordinating with city and county government entities. Must embrace and lead change management concerning technological advances. Additional other duties may be assigned, based on organizational need.

# Essential Functions

## Planning

- 1) Direct/Development of System Long Range Plans
- 2) Direct/Development of the five (5) year Construction & Engineering Work Plan with the Electric Operations Manager, providing detailed information and resources about specific and non-specific system improvements, specifying necessary expenditures and presents to Chief Executive Officer.
- 3) Establishment of an annual Departmental Expense and Capital Expenditure Budget.
- 4) Reviews and recommends guidelines which determine system design criteria for both overhead and underground construction.
- 5) Develops a one (1) year Work Plan with the Electric Operations Manager on systematic system improvements required based on the five (5) year work plan and yearly items.
- 6) Initiates studies of equipment, operating practices, or procedures to determine optimum performance; recommends implementation of necessary corrections or changes.

## Control

- 1) Ensures proper system design and construction in accordance with FELPS Construction Standards, National, State and Local codes and standards, and applies good operating and engineering practices by review of like design sheets and work order inspection.
- 2) Develops and modifies construction practices by developing or modifying Construction Standards as necessary.

## Activities unique to this position

- 1) Functions as the Chief Engineer for FELPS on technical matters.
- 2) Is responsible for the proper design of all new distribution facilities and necessary changes in the present distribution facilities of FELPS.
- 3) Provides technical advice to customers and potential customers concerning all facets (or phases) of distribution power supply and use. Provides customer service functions and advice to large residential developments on power use, damage claims, or coordination problems.
- 4) Determines the optimum arrangement, configuration, location, design, and capacity of the distribution system, and provides approved construction drawings to the Operations Department for construction, maintenance, and operations of the distribution system. (Operations Department has the authority to make necessary temporary changes in the electric system, but normal operation will be developed by the Engineering Department.) All permanent circuit changes shall be initiated by the Engineer, and the circuit records shall be maintained by the Engineer for the Operations Department.
- 5) Responsible for maintaining and reporting customer outage data for internal and external stakeholders. Coordinates and leads power quality and power outage analysis and makes recommendations for improvement as required.
- 6) Directs coordination studies and recommends size and type of line sectionalizing devices. Maintains adequate distribution system grounding, making fault current, loading, and voltage calculations.
- 7) Assists Warehouse/Purchasing in selections of proper equipment.
- 8) Coordinates work of consulting engineers for various studies and analysis' as workload requires.

- 9) Lead internal and external teams in solving complex issues requiring technical expertise, project management, and leadership skills.
- 10) Responsible for root-cause forensic investigations and analysis of equipment failures and personnel safety incidents and implements necessary corrective measures.
- 11) Lead the development and maintenance of construction specifications. Review existing technical standards and recommend changes to standards where required.
- 12) Researches, compiles, and analyzes data for reporting and presenting.

## **Minimum Qualifications**

- Bachelor's degree in Engineering, preferably a BSEE degree.
- Five years in electrical distribution utility industry with progression of assignments including supervisory, management and leadership positions.
- Strong knowledge of public purchasing and finance rules and regulations.
- Management, attainment and continuation of regulatory compliance.
- Computer skills to include Microsoft Office suite.
- Demonstrated planning and organizational skills.
- Demonstrated effective oral and written communication skills.
- Demonstrated effective decision making and complex problem-solving skills.
- Ability to maintain composure and commitment to work during periods of heavy workload and willing to work extra hours whenever needed.
- Ability to work without immediate supervision.
- PE License preferred. Valid Class C Texas driver's license with acceptable driving record.

## **Physical Demands and Working Conditions**

The employee will be required to work primarily in an office setting but outdoor work could also be expected. Physical requirements include, but are not limited to, standing, sitting, walking, lifting up to 20 pounds, fine dexterity, foot controls (driving), vision, hearing and talking. Working conditions may involve extended work hours for evening and weekend meetings and in emergency situations. Ability to perform multiple tasks simultaneously and to work closely with others as part of a team is a must. Post job offer physical, driving record, background check, and drug screen required.