



Job Description

Position Title:	Electrical Engineer (Intermediate)
Department:	Wells Hydro
Work Location:	Wells Hydroelectric Project
Supervisor:	Wells Project Superintendent
FLSA Status:	Exempt
Date Updated:	01/26/2024

POSITION SUMMARY:

The Electrical Engineer (Intermediate) supports the operation, maintenance, and testing of electrical and electronic equipment and controls for the Wells Hydroelectric Project and its related facilities. Duties include capital and maintenance engineering support, engineering design, and project management.

This position is subject to a one-year probationary period.

ESSENTIAL FUNCTIONS:

- Perform electrical engineering design and analysis.
- Prepare technical specifications and drawings for use in contract documents.
- Work closely with engineering consultants and provide onsite electrical engineering support to on-site contractors.
- Prepare detailed schematics and wiring diagrams for craftspeople.
- Provide necessary oversight for craftspeople to implement engineering changes.
- Make recommendations for budget planning and project scheduling.
- Provide direction and recommendations to craftspeople for electrical equipment troubleshooting efforts.
- Perform field inspection of work.
- Build and maintain working procedures to facilitate testing of electronic equipment.
- Support the District's mission and value statements in the performance of job duties.
- Work respectfully and cooperatively with diverse groups of people and maintain professional interactions at all times in the workplace.
- Ensure compliance with all District policies.
- Adhere to the District's Safety Policy and Procedures.
- Operate District vehicles that may be equipped with a GPS device that monitors vehicle location while conducting business on behalf of the District.
- Other duties as assigned.

Due to the nature and scope of the essential functions, the importance of personal interactions between this position, employees, customers, and other members of the public, and the availability of job-related tools, equipment and resources at work, performance of the essential functions requires regular, consistent, on-site attendance while working independently and with others.

REQUIRED KNOWLEDGE/SKILLS/ABILITIES:

- Knowledge of hydroelectric generation, turbines, generators, governors, and related equipment.
- Knowledge of electrical safety codes.
- Skilled in use of electrical engineering analysis software.
- Adaptability to work with professionals in an office environment and with skilled craftspeople within the power plant.
- An ability to display sound judgement, competence, and accuracy in all facets of work.
- Ability to communicate effectively, both verbally and in written form.
- Proficiency in Microsoft Office application products (Word, Excel, PowerPoint, etc.).

EDUCATION AND EXPERIENCE:

A Bachelor's degree in Electrical Engineering is required. Must have at least 3 years of relevant experience in performing electrical engineering design and analysis. Experience should include work involving generator and transformer testing, large electrical system troubleshooting, 480V system design, stator rewind, transformer design, or switchgear and protective relay design. Electrical engineering experience in hydroelectric field preferred.

CERTIFICATIONS:

Washington State Professional engineer (PE) license desired.

A valid driver's license and proof of good driving record is required for this position (will be verified upon job offer). Out-of-state candidates must acquire a Washington State driver's license within 30 days of employment.

COMPETENCY REQUIREMENTS:

Safety: Demonstrates that safety is the top priority when performing any job duty or task; prioritizes personal safety and the safety of co-workers and the public.

Accountability/Dependability: Accepts responsibility for quality of own work; acknowledges and corrects mistakes. Shows up on time, meets standards, deadlines and work schedules.

Productivity: Is able to demonstrate completion of assigned tasks through work product and documentation. This will include evidence that clearly shows work was completed on time and with above average quality.

Teamwork: Promotes cooperation and mutual respect with all co-workers.

Adaptability/Flexibility: Responds positively to changing business needs and responsibilities. Adapts when redirected and develops methods to achieve results and remain accountable.

Professionalism: Interact daily with others in a professional manner. Treat others and be treated with respect; perform with integrity, honesty and professionalism; participate constructively in open communication; help to resolve issues and difficult situations in ways that reduce conflict and maintain good working relationships; improve work performance and take an active part in generating a mutually supportive environment. Recognize that diversity is an asset and value cultural, physical and professional differences.

PHYSICAL REQUIREMENTS:

While performing the duties of this job, the employee is frequently required to stand, walk; sit; use hands to finger, handle, or feel; reach with hands and arms; climb or balance; stoop, kneel, crouch, crawl or twist torso; pull, push, or exert force; perform repetitive hand or arm motion; talk or hear. Work is performed primarily in an office environment, but the employee may occasionally perform fieldwork and site inspections. The noise level is usually moderate.

BACKGROUND SCREENING

In accordance with the North American Electric Reliability Corporation (NERC) standards, Douglas County Public Utility District #1 conducts post-offer background screening of personnel who have access to the District's critical physical and/or cyber assets.