

**CITY OF ANAHEIM
CLASS SPECIFICATION**

TITLE CODE: G20

CLASSIFICATION: Chief Utilities Systems Operator

DEPARTMENT: Public Utilities – Electric Services

CLASS DEFINITION: To supervise, assign, review and participate in the work of staff responsible for providing electrical transmission and distribution systems operations within the Public Utilities Department; and to perform a variety of technical tasks relative to assigned area of responsibility.

SUPERVISION RECEIVED AND EXERCISED:

Receives direction from the Electrical Operations Manager.

Exercises direct supervision over professional, technical and clerical staff.

EXAMPLES OF ESSENTIAL JOB FUNCTIONS: Responsibilities and duties may include, but are not limited to, the following:

Plan, prioritize, assign, supervise, and review the work of staff responsible for providing electric transmission and distribution operations, including systems dispatching and troubleshooting within the Public Utilities Department.

Participate in the selection of systems operations staff; provide or coordinate staff training; work with employees to correct deficiencies; implement discipline procedures.

Prepare various reports on operations and activities.

Recommend and assist in the implementation of goals and objectives; establish schedules and methods for providing electric systems operations; implement policies and procedures.

Participate in the preparation and administration of the Control Center program budget; submit budget recommendations; monitor expenditures.

Coordinate, participate and direct the Public Utilities emergency response plan; develop and implement priorities and procedures; participate in contingency planning for anticipated electric systems emergencies.

Participate in the development and planning of capital improvement projects; review final design plans and approve electric projects.

Participate in the development and implementation of electric systems operating procedures and training programs.

Perform related duties and responsibilities as required.

JOB RELATED QUALIFICATIONS:

Experience and Training Guidelines: Any combination of experience and training that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities are as follows:

Experience: Responsible electric systems operations experience including lead supervisory responsibility.

Knowledge of: Operations, services and activities of an electric distribution systems operations program; principles of supervision, training and performance evaluation; modern and complex principles and practices of electrical systems operations; electrical theory as applied to utility systems operation and control; facilities, systems and equipment used in the generation and distribution of power; Supervisory Control and Data Acquisition System (SCADA) theory and applications, and pertinent Federal, State, and local laws, codes and regulations.

Ability to: Supervise, organize, and review the work of professional, technical, and clerical personnel; select, supervise, train and evaluate staff; interpret and explain City electric utility systems operations policies and procedures; prepare clear and concise reports; communicate clearly and concisely, both orally and in writing; establish and maintain effective working relationships with those contacted in the course of work including City officials and the general public; operate a personal computer and selected software; think, lead, communicate and act clearly and decisively in emergency situations.

License/Certification Required: Possession of a valid California Class C Driver's License by date of appointment.

WORKING CONDITIONS:

Environmental Conditions: Ability to work in inclement weather and be exposed to grease, oil, and live electricity.

Physical Conditions: Corrected vision sufficient to clearly see and read gauges, trouble lights and switch board buttons; recognize and distinguish colors; stand, walk, use both arms and hands to handle large switching devices; and traverse all types of terrain in inclement weather and climb stairs.

OTHER:

FLSA Designation: Executive Exempt

Unit Designation: Supervisory Management

CAREER LADDER INFORMATION: Experience in this class may meet minimum requirements for promotion to Electric Operations Manager.

Note: The above statements are intended to describe the general nature and level of work being performed by persons assigned to this job. They are not intended to be an inclusive list of all duties, responsibilities and skills required of incumbents. In accordance with the Americans with Disability Act, reasonable accommodation may be made to enable individuals with disabilities to perform the essential job functions.

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