



Energy Control Superintendent

Job Code	20000016	Job Family	Senior Manager	Leader	
Department	Energy Control Dispatch	Reports to	Sr Mgr Trans & Dist Sys Op & Eng	Union Status	Non-Represented
FLSA Status	Exempt	Pay Grade	2061		
Last Updated	8/29/2022				

Accountability for Workplace Culture

Our PUD values are at the center of our culture. Putting the safety, health, and well-being of our communities and those we work with is valued above all else and everyone on Team PUD must meet this commitment daily. Nothing we do in achieving our Mission is worth a single injury, and all who interact with us must feel they are valued and welcomed as individuals.

Everyone on Team PUD, in all positions, is accountable for achieving this safe and welcoming culture by:

1. Taking full ownership for the safety of themselves and their coworkers, while ensuring everyone feels valued and welcomed.
2. Taking action to identify and eliminate their own and others' at-risk behaviors, including the behaviors that may undermine another's feelings of being welcomed and valued.
3. Following all safety rules and regulations and ensuring the PUD's expectations for conduct and respect are maintained.
4. Openly sharing near-misses, safety learning opportunities, and ways we can learn to be a more welcoming place while encouraging others to do the same.
5. Utilizing Stop Work Authority to intervene with anyone, anytime, in any place.
6. Intervening or seeking guidance to stop actions that are harmful to the wellbeing, health, or sense of belonging of others, and which are detrimental to our PUD values.

Job Summary

Provides leadership and management for the Energy Control Center consistent with the District's mission, goals and values. Manages the planning and operation of all aspects of the Energy Control Center and the District's transmission and distribution system to ensure all operations meet NERC and WECC reliability standards and compliance and ensure delivery of reliable and sustainable electric power to all District customers in a safe operating environment. Develops, implements, and improves work management processes to cost effectively meet customer needs. Manages, trains, and develops staff to perform department functions accurately and efficiently.

Accountabilities

Accountability #1

Deliver exceptional value to our internal and external customers and partners through excellent operational execution by exceeding customer service expectations, consistently providing accurate and timely responses, collaboration with other departments resulting in effective coordination of work efforts, and similar responsibilities.

Accountability #2

Deliver exceptional value to our customers through fiscally responsible planning and management by following the organizations financial goals and objectives, leading the development and administration of the workgroup's budget and spending. Ensures all workgroup team members are knowledgeable about their individual role in cost containment, and similar responsibilities.

Accountability #3

Achieve the highest level of employee and community trust in how the District manages System Operations and Energy Control by establishing department priorities, leveraging information technology advances related to data utilization and enhancements for decision-making, effectively plan, organize, and implement business processes and engineering requirements related to System Operations and Energy Control services. Ensures business processes and engineering workflows are meeting all legal, regulatory, and engineering requirements. Ensures measurement of departmental performance through the establishment and monitoring of relevant KPI's, and similar responsibilities.

Accountability #4

Create a culture of caring, mutual respect and trust that empowers current and future employees to do their best work for the benefit of our team members, customers, partners and stakeholders by providing employees opportunities to develop, supporting employees through change, hiring the right person for the right job, recognizing employee performance and achievements, being open to receiving, feedback from our employees and working daily to ensure a more equitable and inclusive

environment, and similar responsibilities.

Accountability #5

Demonstrate continual improvement that delivers outstanding value to our customers by developing, recommending, and effectively managing budget(s), identifying, evaluating, and recommending resourcing options that reflect appropriate prioritization and tradeoffs between cost and quality results, determining and realizing opportunities for improved efficiency and effectiveness, and similar responsibilities.

Accountability #6

Creates and fosters a culture of continuous improvement and customer centricity. Ensures establishment of team building, performance expectations, work priorities, staff assignments and administrative procedures. Cooperates with other District departments to ensure coordinated work efforts, and similar responsibilities.

Accountability #7

Ensures measurement of departmental performance through the establishment and monitoring of relevant KPI's. Manages and evaluates the performance of assigned staff including setting of clear expectations, creating a safe welcoming environment, provides opportunities and challenges for a diverse workforce, provides feedback, coaching, and holds employees accountable, and similar responsibilities.

Accountability #8

Achieve the highest level of employee and community trust in how the District manages compliance with NERC/WECC Reliability Standards by communicating and collaborating with workgroups throughout the organization to establish priorities for Energy Control Center system operations to provide the highest level of support for operation of the District's Transmission and Distribution system. Ensures that NERC/WECC compliance Standards are followed, NERC training requirements are met and that records are accurate and compliant for NERC/WECC audits, and similar responsibilities.

Accountability #9

Accountability #10

Minimum Qualifications Note

The minimum qualifications listed below are representative of the knowledge, skills, and abilities needed to perform this job successfully, as described in the Accountabilities. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential Accountabilities (duties and responsibilities) of this position. If you need assistance and/or a reasonable accommodation due to a disability during the application or recruiting process, please contact Human Resources at HRRecruiting@snopud.com, or by phone at 425-783-8655.

Qualifications – Education and Experience

Minimum Required Education and Experience:

Bachelor’s Degree in Business Administration, Engineering, Computer Science, or related field,
AND

Four (4) years of directly related electric utility experience;

OR

Eight (8) years of directly related electric utility experience.

Preferred Education and Experience:

Qualifications – License(s) and/or Certification(s)

Minimum Required License(s) and/or Certification(s):

Preferred License(s) and/or Certification(s):

Qualifications – Skills and Abilities

Minimum Required Skills and Abilities:

Management principles and practices

Transmission, distribution and substation system operations

Electrical engineering principles and practices
Electric utility operation and construction standards
Governmental safety regulations
Line equipment (both manual and automated, conductor load capabilities, and protective devices)
Real-time computing systems SCADA/EMS (Supervisory Control And Data Acquisition/Energy Management System)
Hydroelectric generation systems
Co-generation and inter-utility operations
WECC and other Northwest Utility operation guidelines
NERC guidelines
Ability to apply Change Management principles for successful results with new technology and tools
Organize and direct complex projects
Supervise and provide positive direction to staff
Complete detailed reports and budgets
Communicate effectively, with all levels of the organization, government agencies, vendors, contractors, and the general public
Provides and oversees technical training on the use of real-time computing system SCADA/EMS (Supervisory Control and Data Acquisition/Energy Management System)
OMS (Outage Management System, DMS (Distribution Management System), and DA Equipment (Distribution Automation)
Manage confidential information
Use independent and prudent judgment
Analyze situations and develop effective solutions.

Preferred Skills and Abilities:

Competencies

The following competencies describe the cluster of behaviors associated with job success in the job group identified as “Leader” at the Senior Manager level.

Adaptability
Building Customer Relationships
Building Talent
Business Acumen
Coaching
Communication
Continuous Learning

Courage
 Creating a Culture of Trust
 Creating an Inclusive Environment
 Cultivating Networks and Partnerships
 Customer Focus
 Delegation and Empowerment
 Driving for Results
 Driving Innovation
 Emotional Intelligence Essentials
 Facilitating Change
 Financial Acumen
 Guiding Team Success
 Initiating Action
 Inspiring Others
 Leveraging Feedback
 Planning and Organizing
 Positive Approach
 Professional Knowledge and Aptitude
 Strategic Planning
 Stress Tolerance

Physical Demands

Physical Demands List	Frequency
Sit	Constant (67-100%)
Walk	Seldom (1-10%)
Stand	Seldom (1-10%)
Drive	Seldom (1-10%)
Work on ladders	Never
Climb poles or trees	Never
Work at excessive heights (note heights in open text box below)	Never
Twist	Seldom (1-10%)
Bend/Stoop	Seldom (1-10%)
Squat/Kneel	Seldom (1-10%)
Crawl	Never
Reach	Seldom (1-10%)
Work above shoulders (note specific activity in open text box below)	Seldom (1-10%)
Use Keyboard /mouse	Constant (67-100%)
Use wrist (flexion/extension)	Seldom (1-10%)
Grasp (forceful)	Seldom (1-10%)

Fine finger manipulation	Constant (67-100%)
Operate foot controls	Seldom (1-10%)
Lift (note weight in open text box below)	Never
Carry (note weight in open text box below)	Never
Push/Pull (note specifics in open text box below)	Never
Work rapidly for long periods	Occasional (11-33%)
Use close vision	Constant (67-100%)
Use distance vision	Occasional (11-33%)
Use color vision	Occasional (11-33%)
Use peripheral depth perception	Seldom (1-10%)
Speak	Constant (67-100%)
Hear	Constant (67-100%)

Additional Physical Demands not listed above and associated frequency below.

Mental Demands

Communication

	Frequency
Understand and carry out simple oral instructions	Frequent (34-66%)
Understand and carry out complicated oral instructions	Frequent (34-66%)
Train other workers	Frequent (34-66%)
Work alone	Frequent (34-66%)
Work as a member of a team	Constant (67-100%)
Follow standards for work interactions	Constant (67-100%)
Write communications for clarity and understanding	Constant (67-100%)
Speak with clarity with others	Constant (67-100%)

Comprehension

	Frequency
Read and carry out simple instructions	Frequent (34-66%)
Read and carry out complicated instructions	Frequent (34-66%)
Retain relevant job information	Constant (67-100%)

Reasoning

	Frequency
Read and interpret data	Frequent (34-66%)
Count and make simple arithmetic additions and subtractions	Frequent (34-66%)
Use intermediate and/or advanced math	Seldom (1-10%)

Organization

	Frequency
Plan own work activities	Constant (67-100%)
Plan work activities of others	Frequent (34-66%)

Direct work activities of others

Frequent (34-66%)

Resilience

Frequency

Work under pressure

Frequent (34-66%)

Work for long periods of time

Frequent (34-66%)

Work on several tasks at the same time

Frequent (34-66%)

Additional Mental Demands not listed above and associated frequency below.

Work Environment

Environmental Conditions List

Frequency

Exposure to weather

Seldom (1-10%)

Wet and/or humidity

Seldom (1-10%)

Atmospheric conditions

Seldom (1-10%)

Confined/restricted working environment

Seldom (1-10%)

Vibratory Tasks – High

Never

Vibratory Tasks – Low

Never

Additional Environmental Conditions in this job not listed above and the associated frequency below.

Risk Conditions List

Frequency

Exposure to Heights

Never

Exposure to Electricity

Never

Exposure to Toxic or Caustic Chemicals

Never

Working with Explosives

Never

Exposure to Radiant Energy

Seldom (1-10%)

Extreme Cold

Seldom (1-10%)

Extreme Hot

Seldom (1-10%)

Proximity to Moving Mechanical Parts

Seldom (1-10%)

Noise Intensity

Seldom (1-10%)

Exposure to animals

Never

Working with angry customers

Seldom (1-10%)

Additional Risk Conditions present in this job not listed above and the associated frequency below.

On-Call Status and Frequency

On-Call is required.

- Yes
- No

On-call activities and frequency.

Storm duties, Daily

Work Location

The primary assignment for this position is:

- Remote
- Office Hybrid
- On-Site
- Field/Job Site

While this description has provided an accurate overview of responsibilities, it does not restrict management's right to assign or reassign duties and responsibilities to this job at any time. This position description is designed to outline primary duties, qualifications, and job scope, but not limit our employees or the organization to complete the work identified. In order to serve our customers best, each employee will offer their services wherever and whenever necessary to ensure the success of the District in serving our customers, to further the safety, health, and inclusivity of employees and the public, and achieve expectations of the District overall, while also remaining flexible in recognition of the employee's wellbeing.