



Operational Technology Engineering Specialist IV

Job Code	20001005	Job Family	Engineering	Professional / Knowledge Worker	
Department	Operational Technologies Engin	Reports to	Mgr Operational Tech Eng	Union Status	Non-Represented
FLSA Status	Exempt	Pay Grade	2060	This Job is a Lead	No
Last Updated	12/1/2022				

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 on all aspects of the Operational Technology (OT) systems functionality (SCADA/DMS/OMS/eDNA). Develops, implements, and improves technical work processes in the applications of OT systems and cyber security issues as they relate to OT systems to cost effectively meet District and internal customer needs. Manages the planning, development, organization, communication, and implementation of large scale District OT projects requiring work and coordination of multiple internal and external individuals and groups with diverse interests. Acts independently on OT technical matters and is recognized as the expert SME in the OT systems.

Accountabilities

Accountability #1

Leverages technology and prudently manages costs to deliver outstanding value to our customers by managing, organizes, and schedules OT projects to meet District and division objectives which satisfies customer needs. Works independently with minimal supervision to resolve issues in a timely manner for the internal OT system users. Able to quickly identify problems and resolutions on all OT systems, and similar responsibilities.

Accountability #2

Achieve the highest level of employee and community trust in how the District manages the electrical system by serving as a project leader responsible for the design, administration, and control of OT projects. Acts independently and retains full technical responsibility while defining, coordinating, and delegating project task assignments, and maintaining liaison with individuals and groups within and outside the District, and similar responsibilities.

Accountability #3

Deliver exceptional value to our customers through continual improvement and innovation by providing technical expertise to the District's management personnel, including presentation of feasibility and status of OT systems reports, project cost estimates and economic analysis, technical cost-benefit analysis, and similar responsibilities.

Accountability #4

Demonstrate powerful partnership that serves as a valuable resource for our customers and partners by providing technical leadership in problem solving on issues related to OT systems. Independently is able to troubleshoot and resolve OT system issues brought forward from OT system users and customers. Able to calmly and efficiently resolve issues and report to management on details of the issue and resolution. Provides excellent written and verbal communication of issues and resolutions of all OT systems, and similar responsibilities.

Accountability #5

Achieve the highest level of employee and community trust in how the District manages the electrical system by performing assessment of current and future technologies to best position the District in a complex and significantly changing business environment. Assures effective utilization of District and industry standards in completing OT work activities, and similar responsibilities.

Accountability #6**Accountability #7****Accountability #8****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 Physical Science, Computer Science, Engineering, or related field, AND Six (6) years of related engineering, information technology, or operational technologies

experience, three (3) of those years in the electric utility industry;

OR

Ten (10) years of related engineering, information technology, or operational technologies experience, three (3) of those years in the electric utility industry.

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:

- Computer applications for operational technologies
- Computer applications including word processing, spreadsheets and data bases and applications for engineering and electrical systems
- Customer service techniques and practices
- Electrical engineering principles and practices
- Project development and scheduling methodologies
- Project management, negotiation, relationship building/partnering, and conflict management/mediation
- Technical knowledge and skills pertaining to OT systems
- Teach, lead and coach staff on OT systems work including customer satisfaction
- Build and manage effective teams and facilitate alignment with District goals and objectives
- Communicate and work effectively, both orally and in writing, with various levels of the organization, outside agencies, and customers
- Learn, interpret and apply District directives, policies and procedures
- Work with and manage confidential information
- Analyze, apply principles, and develop effective solutions to technical issues

Use independent and discretionary judgment
Provide leadership to analyze, recommend and implement solutions to complex engineering problems
Work effectively with both technical and non-technical work groups
Develop, plan, organize, and manage timely completion of large scale and complex projects
Use computer technology tools required for the job
Compile and analyze statistical and technical information and data including preparation and presentation of complex reports
Communicate and work effectively both orally and in writing with various levels of the organization, outside agencies, and customers
Knowledge of principles, practices, methods, analysis and advanced techniques in computer technology
Data management, office automation, and distributed processing techniques and concepts
Electric system design and operating concepts and theories

Preferred Skills and Abilities:

Competencies

The following competencies describe the cluster of behaviors associated with job success in the job group identified as “Professional / Knowledge Worker”.

- Adaptability
- Building Customer Loyalty
- Building Partnerships
- Communication
- Continuous Improvement
- Continuous Learning
- Courage
- Decision Making
- Earning Trust
- Emotional Intelligence Essentials
- Facilitating Change
- Influencing
- Initiating Action
- Innovation
- Leveraging Feedback

- Mentoring
- Planning and Organizing
- Positive Approach
- Professional Knowledge and Aptitude
- Stress Tolerance
- Technology Savvy
- Valuing Differences
- Work Standards

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	Never
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)	Never
Use Keyboard /mouse	Frequent (34-66%)
Use wrist (flexion/extension)	Seldom (1-10%)
Grasp (forceful)	Never
Fine finger manipulation	Frequent (34-66%)
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	Occasional (11-33%)
Use distance vision	Seldom (1-10%)
Use color vision	Never
Use peripheral depth perception	Never
Speak	Occasional (11-33%)
Hear	Frequent (34-66%)

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	Frequent (34-66%)
Speak with clarity with others	Frequent (34-66%)
Comprehension	Frequency
Read and carry out simple instructions	Frequent (34-66%)
Read and carry out complicated instructions	Constant (67-100%)
Retain relevant job information	Constant (67-100%)
Reasoning	Frequency
Read and interpret data	Constant (67-100%)
Count and make simple arithmetic additions and subtractions	Frequent (34-66%)
Use intermediate and/or advanced math	Frequent (34-66%)
Organization	Frequency
Plan own work activities	Frequent (34-66%)
Plan work activities of others	Frequent (34-66%)
Direct work activities of others	Frequent (34-66%)
Resilience	Frequency
Work under pressure	Constant (67-100%)
Work for long periods of time	Frequent (34-66%)
Work on several tasks at the same time	Constant (67-100%)

Additional Mental Demands not listed above and associated frequency below.

Work Environment

Environmental Conditions List

Frequency

Exposure to weather	Never
Wet and/or humidity	Never
Atmospheric conditions	Never
Confined/restricted working environment	Never
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	Never
Extreme Cold	Never
Extreme Hot	Never
Proximity to Moving Mechanical Parts	Never
Noise Intensity	Never
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.

Occasionally - 1x quarter or 4-6 times a year May be called in to cover a shift.

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.