



## UNION JOB DESCRIPTION

**TITLE: System Operator II**

### DEFINITION:

Works with the operation of the District's transmission and distribution system ensuring delivery of continuous, reliable, efficient, and safe electrical power to all District customers in coordination with other Northwest Utilities. Ensures operations meet NERC and WECC reliability standards. Receives direction from the Energy Control General Foreman and reports to the Energy Control Superintendent.

### DISTINGUISHING CHARACTERISTICS:

The System Operator II (SOII) classification is distinguished from the System Operator I (SOI) and System Operator Apprentice (SOA) classifications by the increased technical knowledge and skills required to perform the work. The SOII is required to maintain NERC Transmission Operator Certification. Incumbent will be advanced to System Operator II upon successful completion of Energy Control Center On-Job-Training with approval by the Energy Control Superintendent to operate the distribution and transmission systems.

### BASIC RESPONSIBILITIES:

- Utilizes ADMS, SCADA and third-party software to monitor and operate the District's transmission and distribution network within prescribed operating parameters and System Operating Limits.
- Coordinates with reliability and balancing authorities for real time operations of the District's transmission system and generation assets. Assists in maintaining network and regional stability as directed.
- Monitors, analyzes, responds to alarms and emergency notifications for all distribution, substation, transmission and generation facilities and systems.
- Responsible for the real-time management of reliability activities of the Transmission Operator, meeting applicable NERC, WECC and District standards, Operating Reliability Criteria and reporting requirements.
- Coordinates District personnel with emergency response, electric service restoration and repairs.
- Analyzes and isolates system outages, dispatches field personnel, leads electric system switching activities and decision making on direct impacts to the operation of District lines, equipment and facilities.
- Directs switching to clear lines and equipment for maintenance and repair while adhering to the District's Switching and Clearance Procedures.
- Operates high voltage system in a manner that prioritizes public and field personnel safety and in accordance with applicable organization, state and federal requirements.
- Troubleshoots and restores power to our customers in a safe and reliable manner.
- Answers and responds to customer calls after hours, and emergency calls for police & fire departments, and 911/SNOPAC dispatch centers.
- Maintains and updates District system documentation, including ADMS, the mimic-board, switching orders, activity logs and other associated work processes.
- Maintains proficiency in Energy Control Center computer applications and all associated software.
- Follows and ensures compliance with District and Industry safety rules.
- Provides training to SOIs and SOAs and completes assessments as required.

#### OTHER RESPONSIBILITIES:

- Performs other related duties as required.

#### MINIMUM QUALIFICATIONS:

##### Knowledge of:

- Electrical theory: AC & DC Basic Electricity.
- Switching and issuing of line clearances on electrical systems for the District's power system, or similar system.
- Generating plant characteristics.
- District and State safety rules and regulations.
- Telemetry, line construction, substation equipment, supervisory control, and relay systems.
- Computer systems including SCADA and PC applications.
- Line load capability.
- NERC/WECC and other Northwest Utility operation guidelines.

##### Ability to:

- Analyze and resolve problems.
- Coordinate a variety of tasks and assignments simultaneously while managing multiple complex functions.
- Interpret and apply related complex procedures and methods.
- Coordinate operation of the electric system and system switching activities.
- Objectively evaluate emergency outages.
- Communicate and work effectively with all levels of the organization, other utilities and customers.
- Handle work under varying and emergency situations.
- Supervise and use independent judgment.
- Report to Energy Control Center (or other District designated location) for regular work shift and/or overtime call outs.
- Work rotating shifts.
- Maintain valid NERC Certification.

##### Education/Experience:

- Successful completion of the District's System Operator Apprenticeship Program  
OR
- Five (5) years System Operator experience at an Electric Utility,

##### License or Certification:

- NERC Transmission Operator Certification
- CPR & First Aid Card.

##### Preferred Experience:

- Three (3) years Distribution experience preferred.

##### Working Conditions:

- Duties are performed primarily in an office environment and some driving to the job site is required.

- Incumbents work rotating shifts including weekends, nights, and holidays.
- Incumbents perform repetitive movements from the use of a computer and mouse.
- Frequent phone contact with various agencies, customers and employees.
- Travel to business meetings and training may be required.
- May work up to 24 continuous hours, or more, as conditions dictate.
- Subject to 24-hour call-out.