

## ASSISTANT DIRECTOR OF ELECTRIC UTILITY – POWER OPERATIONS

DEFINITION:

Under general direction, provides supervision and leadership to optimize the City's power resource portfolio and operate the City's power plant and distribution facilities in a safe, reliable, and efficient manner.

EXAMPLE OF DUTIES:

NOTE: The duties performed by the Assistant Director-Power Operations include, but are not limited to, the following:

1. Provide for the management of the Power Operations Division of the Electric Utility Department, including supervision of staff assigned to power system scheduling, dispatching, and power plant operations and maintenance.

Measures: Adequate direction of staff; communication of goals and objects; and correctly administers City personnel policies and procedures and the IBEW Memorandum of Understanding.

2. Manage a diverse resource portfolio to maximize wholesale revenues both from power supply and transmission resources while maintaining reliable supply to the City.

Measures: Adequate procedures, controls, and contracts are in place to trade in the evolving energy market. Wholesale revenues over and above existing contract sales are maximized to the extent possible given the market uncertainties and California ISO complexities. Evaluate transactions to develop information for future strategies. Policies, practices, and procedures for wholesale transactions are recorded in detail to keep pace with the energy trading climate, including both electricity and natural gas.

3. Manage the five-unit, 140 megawatt, Redding Power Plant safely, efficiently, and reliably. Provide for smooth transition of a new Unit 6 from construction to commercial operation.

Measures: Power Plant facilities are available to run to meet system needs and to maximize market opportunities. Benchmark indicators are established for production costs, availability, and start-up performance, and compliance with regulatory permits.

4. Provide for the operation of the City's electrical 115 kV transmission and 12 kV distribution lines, via computer control, and data acquisition system.

Measures: The system is operated and maintained in a safe, efficient, and cost-effective manner.

5. Manage the intermediate and short-term purchase and sales of wholesale power.  
Measures: The benefits of the City's electric power resources are captured for the City.
6. Provide for credit risk management in the wholesale power activities of the City.  
Measures: The City does not suffer unreasonable loss of wholesale electric power revenue through nonpayment of invoices by purchaser of wholesale power.
7. Prepare annual budget request for the Power Operations Division of the Electric Utility Department.  
Measures: Required paperwork is complete and timely. Accurately assesses and requests required equipment and personnel needs for the division.
8. Supervise the acquisition of adequate fuel supply for the City's electric power generation facilities.  
Measures: Fuel is available when needed and costs are well managed.
9. Provide for the supervision of the safety, technical training, and hazardous waste disposal programs.  
Measures: Department's facilities, vehicles, and equipment are maintained in a safe and efficient manner.
10. Perform related duties as assigned.

#### QUALIFICATIONS:

##### Knowledge of:

Electricity and natural gas trading protocols and procedures; electrical power theory; high-voltage equipment used in generating, transmission, and distribution of electrical power; safety regulations for high-voltage work; labor relations and union contracts; budget preparation; power plant permitting requirements; hazardous-waste laws and regulations; inter-utility power purchase and sales contracts; and reliability compliance requirements.

##### Ability to:

Interact effectively with the public and employees. Supervise a wide range of technical and physical skills; think logically and communicate effectively in both oral and written manner; manage the wholesale energy program; and understand, abide by, and administer the provision of inter-utility power purchase and sales contracts; and analyze commercial credit risk.

Education:

Any combination of training and experience that provides the required knowledge, skills, and abilities are qualifying; typical education would include a Bachelor's degree in Electrical Engineering, business, or a related field, from an accredited college or university, or equivalent.

Experience:

Typical experience would include seven years of combined relevant experience in utility power systems operations, equipment application, and management.

Special Requirements:

Possession of a valid California driver's license, or the ability to acquire one within ten days of appointment.

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