

MAJOR FUNCTION

This is highly responsible administrative, supervisory and technical work in directing the day-to-day operation and maintenance of a large electric generating plant. Work is performed under the general supervision of the Superintendent-Production with considerable independence, initiative and professional discretion in discharging responsibilities. Work is reviewed through conferences, written reports, and an analysis of the efficiency and effectiveness of the plant operations.

ESSENTIAL AND OTHER IMPORTANT JOB DUTIES**Essential Duties**

Plans, assigns and supervises, through lower level supervisory personnel, the work of a large number of maintenance and engineering workers in the operation and repair of a large electric generating plant. Supervises the operation and maintenance of the hydroelectric generating plant. Makes periodic inspections of buildings, machinery and equipment. Responsible for the condition of machinery in operation or available for operation. Responsible for having units available when called upon for load. Responsible for the overall physical appearance and condition of equipment, buildings and grounds. Reviews repair work for proper performance. Reviews and approves recommendations concerning alterations and improvements to the plant. Reviews and approves blueprints, drawings, plans, and specifications relating to installation and repair of plant equipment. Inspects operational activities for safety precautions and instructs employees against occupational hazards. Keeps records for new materials and supplies. Oversees the preparation of monthly generation reports utilized for interchange billing and City's Finance Division for accounting purposes. Maintains various reports. Supervises the maintenance of plant records and prepares periodic and special activity reports. Responds to emergency calls regarding plant equipment breakdowns and unit outages. Responsible for hiring, transfer, promotion, grievance adjustment, discipline and discharge of employees. Completes performance evaluations and recommends approval or disapproval of merit increases. Prepares, administers, and monitors the operating and capital budget of the power plant. Acts as the alternate designated representative under Title IV of the 1990 Amendments to the Clean Air Act. Coordinates activities with outside consultants regarding capital improvements. Coordinates environmental testing, permitting and compliance activities with the Department's Environmental Office. Responsible for operation of the plant within all environmental and regulatory constraints. Participates in long range planning activities for the Production Division. Performs related work as required.

Other Important Duties

Serves as acting Production Superintendent in the Production Superintendent's absence. Performs related work as required.

DESIRABLE QUALIFICATIONS**Knowledge, Abilities and Skills**

Extensive knowledge of the principles, practices, machines, equipment, materials and operating procedures of a steam electric generating plant. Extensive knowledge of the principles of electric power generation and of plant construction and equipment. Extensive knowledge of the occupational hazards connected with steam plant operation and of necessary safety precautions. Considerable knowledge of the mechanics and designs of plant equipment and ability to read and interpret blueprints, plans, specifications relating to such equipment. Considerable knowledge of municipal budgeting procedures. Knowledge of personal computers and their basic operation. Knowledge of hydroelectric electric generating principles. Knowledge of pertinent environmental regulations and constraints. Ability to plan, layout, schedule, assign, and inspect the work of steam hydroelectric plant personnel. Ability to deal with unpopular issues. Ability to provide leadership and knowledge

regarding work difficulty and time required to complete various tasks. Ability to establish and maintain effective work relationships as necessitated by the work. Skills in effective oral and written communications. Ability to plan, assign, direct and review the work of subordinates and provide instruction in a manner conducive to improve performance and high morale.

Minimum Training and Experience:

Possession of a high school diploma or an equivalent recognized certificate and eight years of technical experience that includes the operation and maintenance of an electric generating plant of 100 megawatts or larger, or graduation from a four year college or university with a degree in mechanical or electrical engineering and four years of professional experience in power plant engineering operations and maintenance activities of an electric generating plant of 100 megawatts or larger, or an equivalent combination of training and experience. Four years of the required experience must have been in a supervisory capacity.

Necessary Special Requirements

Must be medically certified to wear a respirator and successfully pass a respirator fit test prior to employment.

An employee assigned to the Purdom Power Plant, or who may be occasionally required to have unescorted access to the Port Facility portion of the Purdom Power Plant, (as determined by the General Manager - Electric and/or the Director of such employee's department), must obtain Transportation Workers Identification Credentials (TWIC) within 90-days of employment, and must maintain such credentials throughout his/her period of employment in that capacity, as a condition of continued employment.

Must possess a valid Class E State driver's license at time of appointment.

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