

POWER GENERATION SUPERINTENDENT

DEFINITION

To plan, organize and direct operational, maintenance, engineering, and compliance activities of the Electric Department's power generation plants; to coordinate section activities with other divisions or departments; and to provide highly responsible technical support to an Assistant Electric Utility Director.

SUPERVISION RECEIVED AND EXERCISED

Receives general direction from an Assistant Electric Utility Director.

Exercises direct supervision over assigned professional, supervisory, technical, and administrative support staff.

EXAMPLES OF ESSENTIAL DUTIES - Duties may include, but are not limited to, the following:

Recommend and implement section goals and objectives; establish performance standards and methods for energy park and power plant operation and maintenance; develop and implement policies, procedures and metrics.

Plan, develop and oversee the work of staff involved in operating and maintaining the department's power generation plants.

Evaluate operations and activities of assigned unit; implement improvements and modifications; prepare various reports on operations and activities.

Participate in budget preparation and administration of power plant funds; prepare cost estimates for budget recommendations; submit justifications for supplies, equipment, capital improvement projects, and services; monitor and control expenditures.

Develop short and long-term operational and maintenance plans for power generation facilities; develop specifications and Requests for Proposal; seek City Council approval; manage and oversee the work of outside consultants and contractors.

Participate in the selection of staff; coordinate staff training; conduct performance evaluations; recommend discipline; implement discipline procedures as directed.

Ensure compliance with local, State, and Federal rules and regulations and permits especially as related to environmental, health and safety issues; monitor, evaluate and make recommendations related to electric power plant operation and maintenance.

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Plan, implement, manage, update and maintain plant procedures and site policies.

Evaluate and assess power plant operations and maintenance procedures and identify areas in need of change; investigate and correct unusual conditions.

Direct and coordinate operations and maintenance work to meet production schedules and allow for emergency repair and retrofit activities; ensure peak load plant is operational.

Propose and implement equipment modifications and plant improvements; monitor, evaluate, and manage plant for compliance with contractual requirements.

Confer and/or meet with City engineering staff, other City divisions and departments, outside agencies, utility customers, consultants, vendors, and contractors regarding operational issues and projects.

Answer questions and provide information to the public; investigate complaints and recommend corrective action as necessary to resolve complaints.

Build and maintain positive working relationships with co-workers, other City employees and the public using effective leadership skills and principles of good customer service.

Perform related duties as assigned.

MINIMUM QUALIFICATIONS

Knowledge of:

Principles and practices of operating and maintaining combined cycle electric power plants.

Pertinent local, State, Federal rules, regulations and laws.

Warehouse and inventory management.

Modern office procedures, methods and computer equipment.

Principles and practices of research analysis and management.

Principles and practices of budget development, implementation, and monitoring.

Principles and practices of supervision, training and performance evaluation.

Principles and practices of work safety.

Ability to:

Organize, implement and direct the operations and maintenance of the City's power generation plants, while ensuring a successful culture of safety and compliance.

On a continuous basis, know and understand all aspects of the job; intermittently analyze work papers, reports and special projects; identify and interpret technical and numerical information; observe and problem solve operational and technical policy and procedures.

On a continuous basis, sit at desk for long periods of time; intermittently reach, bend, squat, climb, kneel and twist while conducting site visits/field inspections; intermittently twist to reach equipment surrounding desk; perform simple grasping and fine manipulation; use telephone; write or use a keyboard to communicate through written means; and lift or carry weight of 10 pounds or less.

Interpret and explain pertinent regulatory standards and department policies and procedures.

Assist in the development and monitoring of an assigned program budget.

Develop and recommend policies and procedures related to assigned operations.

Supervise, train and evaluate personnel.

Communicate clearly and concisely, both orally and in writing.

Establish and maintain effective working relationships with those contacted in the course of work.

Experience and Training

A typical way to obtain the required knowledge and abilities would be:

Experience:

Four years of increasingly responsible experience in operating, monitoring, and maintaining equipment and systems in a combined cycle electric power plant, including two years of supervisory responsibility.

AND

Training:

Equivalent to a Bachelor's degree from an accredited college or university with major course work in electric or mechanical engineering, or a related field. Eight years of applicable electric utility experience may be substituted for the education requirement.

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License and Certificate

Possession of, or ability to obtain, a valid California driver's license.

02-09-13 Power Generation Superintendent

04-19-05 Power Plant Manager