

DIRECTOR OF POWER GENERATION SERVICES

Definition:

Under administrative direction of the General Manager, plan, organize and direct the administration, operation and maintenance of the Agency's Middle Fork Project and perform related work as required and assigned.

Distinguishing Characteristics:

This is a single position classification, FLSA exempt, at the Department Manager level and has the responsibility for the operation and maintenance of the hydroelectric power system and facilities of the Agency. May also oversee other energy projects such as solar and small hydro off the water system. The incumbent directs the work of managerial, professional, technical and clerical staff. The work is performed mostly in an office setting but regularly requires work out of doors in all types of weather, traversing uneven and steep terrain to inspect work sites, construction and facilities and to research potential areas of work activity. It regularly requires standing, walking, stooping, bending, climbing, driving a vehicle, carrying and lifting 35 pounds or more.

Examples of Duties:

- plans, organizes and directs the operations and maintenance of the power system and related appurtenances;
- determines and implements work procedures and schedules;
- represents the Agency on matters related to the power system;
- assigns work, reviews and evaluates work;
- establishes performance standards;
- maintains operational and maintenance records;
- attends meetings of the Board of Directors;
- makes recommendations regarding the operation and maintenance of the power system;
- conducts studies and investigations and prepares reports on the administration and management of the power system and related matters including the development of future plans for the system;
- prepares and recommends an annual budget for the operation, maintenance and betterment of the power system including a capital improvement budget;
- assists in formulating Agency rules, regulations and policies;
- review and revise department procedures, policies and practices to improve effectiveness and efficiency;
- evaluates staff performance, settles grievances and takes appropriate disciplinary action when necessary;
- coordinates with federal, state and local agencies on dam safety, health and safety regulations, environmental regulations, power generation licensing and

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- operation, hazard and emergency response;
- assists in preparing agreements, contracts relating to the power system and responds to inquiries.

Qualifications:

Knowledge of:

- principles and practices of safe, efficient hydroelectric power generation;
- federal, state and local regulations pertaining to power generation, dams, safety, health and the environment;
- principles and practices of maintenance of hydroelectric facility and equipment maintenance;
- principles of budgeting and expenditure control;
- management and supervision of staff;
- performance evaluation and development of performance standards.

Ability to:

- plan, organize and direct the work of the power system department;
- develop and administer an annual budget including capital improvements;
- prepare a wide variety of technical, administrative and managerial reports;
- establish and maintain cooperative working relationships;
- supervise the work of professional, technical, managerial and clerical staff;
- communicate effectively both orally and in writing;
- conduct research, analyze problems, develop options and recommendations and implement adopted solutions;
- coordinate effectively and cooperatively with other departments, agencies and organizations to achieve Agency goals;
- negotiate and administer agreements and contracts.

Education/Experience:

Sufficient education, training and experience to demonstrate the knowledge, skills and abilities listed above. These would normally be acquired by completion of the requirements for graduation from an accredited university with a Bachelor's Degree in Civil Engineering, Electrical Engineering, or Mechanical Engineering or a closely related field and six (6) years experience in hydroelectric power generation at least three (3) of which must have been at the supervisory level or above or an equivalent combination of education, training and experience.

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License/Certificates:

Must possess and maintain a valid California driver's license with an acceptable driving record. Registration as a Professional Engineer in the State of California is preferred.