

TRANSMISSION & RELIABILITY OPERATOR

PRIMARY FUNCTION

Under general supervision, coordinates District Transmission Operations, Operating Reliability and Transmission Service functions; operates transmission facilities; ensures the real-time operation of interconnected bulk electric transmission systems within a Reliability Authority Area; administers transmission tariff; provides transmission services to qualified market participant under applicable transmission service agreements; complies with North American Coordinating Council ("NERC"), Western Electricity Coordinating Council, ("WECC"), and District operating policies, procedures and standards.

DISTINGUISHING CHARACTERISTICS

The incumbent is responsible for administrating transmission service agreements with Independent Power Producers (IPP).

The following personnel are subject to System Operators responsibility and authority in implementing real-time actions to ensure the stable and reliable operation of the Bulk Transmission System: Troubleshooters, Electrical Technicians, System Operations, System Protection, Substation, Generation and Real-time Scheduling personnel.

The incumbent is required to successfully pass both the North American Electric Reliability Council (NERC) and Western Electric Coordinating Council (WECC) certification examination. Failure to achieve and maintain this certification will provide grounds for termination of employment.

This position is progressive from the Generation, Balancing and Interchange Operator.

Note: It will be the responsibility of all employees in this classification to report to emergency duty if called. Lacking a bona fide excuse satisfactory to supervision, a second failure to report when called could result in discharge.

ESSENTIAL DUTIES AND RESPONSIBILITIES

1. Directs timely and appropriate action during normal and emergency conditions including shedding of firm load and voltage reductions to System Operation Limits or Reliability; directs and coordinates System Restoration.
2. Complies with and enforces Operating Reliability, Transmission Operations and Transmission Service standards and monitors

reliability-related parameters within the Reliability Authority Area, including generation dispatch and transmission maintenance plans.

3. Develops and defines Interconnection Reliability Operating Limits to protect from instability and cascading outages and develops actual and contingency reliability analysis for the Reliability Authority Area.
4. Assists in determining Interconnected Operations Services requirements for balancing generation and load, transmission reliability, reactive requirements, and location of operating reserves.
5. Identifies, communicates, and directs actions to relieve reliability threats and limit violations in the Reliability Authority Area.
6. Receives and authorizes transmission service requests and bilateral schedules according to the tariff requirements.
7. Maintains commercial interface for receiving and confirming requests for transmission service according to the requirements of the tariff.
8. Requests and directs revisions to transmission and generation maintenance plans as required; provides detailed maintenance schedules; monitors operations of transmission facilities.
9. Directs safe electrical switching orders involving line crews and technical field personnel.
10. Directs Interchange Transactions from transmission service arrangement perspective.
11. Determines and posts available transfer capability values.
12. Allocates transmission losses among Balancing Authority Areas.
13. Monitors telemetry for transmission system information.
14. Maintains defined voltage profiles.

#### MARGINAL DUTIES AND RESPONSIBILITIES

Performs other duties as assigned.

#### SUPERVISORY RESPONSIBILITIES

Functionally supervises subordinates in emergency events and system restoration.

QUALIFICATIONS REQUIREMENTS

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

EDUCATION, EXPERIENCE AND CERTIFICATION

A.S. degree in Business, Economics or Engineering and five years of experience in electrical power systems.

Experience may be substituted for required education at a ratio of two years of experience for one year of education.

This classification requires NERC/WECC and IID Certification.

KNOWLEDGE OF

North American Energy Reliability Council ("NERC"), Western Electric Coordinating Council (WECC) regulations, standards and certified as a result of passing examination; power systems terminology; principles of electricity; mathematics; electric substation switching and dispatching operations; system control and data acquisition and automatic generation control; methods applied in coordinating consumer and distribution requirements with generation sources; District service area; power distribution equipment and apparatuses; ten-key calculator; records management; personal computer and appropriate software; telephone etiquette; and safety rules and regulations.

GENERAL ABILITIES

Follow North America Electric Reliability Council (NERC), Western Electric Coordinating Council (WECC) regulations and standards; ability to comply with Reliability Management System (RMS) contractual obligations; exercise sound judgment and reasoning ability under normal and emergency conditions; performs computation and record data accurately; convey instructions accurately and expeditiously during emergency situations; understand safety rules, regulations and work safely; maintain effective relations with general public, private and/or public agency or utility representatives, and District employees; and work courteously and cooperatively with District employees, public and/or private agency representatives, power consumer, utility representatives, and the general public.

TOOLS AND EQUIPMENT USED

Computer monitor, keyboard, PC mouse, printer, one-line and circuit maps, copy machine, fax machine, electronic ten-key calculator, typewriter, telephone, cell phone, pagers, two-way radio, logs, pen, pencil, manuals, hard hat, automobile.

#### LICENSING

A valid drivers license issued by the State of California, Department of Motor Vehicles is required.

North America Electric Reliability Council (NERC) - Certification  
Western Electric Coordinating Council (WECC) - Certification

#### LANGUAGE SKILL

Ability to read, analyze, and interpret professional scientific and technical journals, financial reports, government regulations and legal documents. Ability to respond to common inquiries or complaints from power customers, regulatory agency representatives, or members of the business community. Ability to prepare logs, reports, and records. Ability to effectively present information to public and/or private agency representatives, utility representatives, District employees, public advocacy groups, and District customers.

#### Mathematical Skills

Ability to work with mathematical concepts such as probability and statistical inference, and fundamentals of plane and solid geometry and trigonometry. Ability to apply concepts such as fractions, percentages, ratios, and proportions to practical situations. Ability to apply energy accounting to daily negotiations.

#### REASONING ABILITY

Ability to define problems, collect data, establish facts, and draw valid conclusions. Ability to interpret an extensive variety of technical instructions in mathematical or diagram form and deal with several abstract and concrete variables.

#### OTHER SKILLS AND ABILITIES

Must be able to work day, swing and night shifts on a rotating basis.

#### DEGREE OF PHYSICAL EFFORT - 3

#### WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable qualified individual with disabilities to perform the essential functions.

While performing the duties of this job, the employee frequently works in a well-lighted large office environment with climatically controlled temperature; the employee occasionally works near moving mechanical parts; the employee is occasionally exposed to outside weather conditions.

The noise level in the work environment is usually moderate

#### PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is frequently required to see; the employee is frequently required to sit; the employee is frequently required to use hands to finger, handle, or feel objects, tools, or controls; the employee is frequently required to reach forward with hands and arms; the employee is frequently required to hear and talk in person, over the telephone and two-way radio; the employee is occasionally required to stand; the employee is occasionally required to push and pull; the employee is frequently required to twist and turn.

The employee must occasionally lift and/or move up to 25 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.