



CITY OF ALAMEDA
invites applications for the position of:

System Operator

SALARY: \$48.46 - \$56.09 Hourly
\$100,796.80 - \$116,667.20 Annually

DEPARTMENT: Alameda Municipal Power

OPENING DATE: 09/27/18

CLOSING DATE: Continuous

FLSA STATUS: Non-Exempt

NATURE OF POSITION:

Alameda Municipal Power (AMP) is currently recruiting to fill current and future vacancies for System Operator. This is an exciting **opportunity** to fill a **critical role** and be a part of a **great team** making a **significant impact** in the local community.

Please note that this position is full time with benefits and employees currently work a shift based 12-hour schedule, which includes both day and night shifts. This schedule is subject to change in the future. Please read on to learn more about AMP and this career opportunity.

About Alameda Municipal Power

In 1887, the City of Alameda paid \$20,000 for the installations of 13 streetlights and a 90-kW generating station to power them. And with that, the oldest public electric utility west of the Mississippi was created.

Today, the City of Alameda is still in the power business and still a trendsetter. Now known as Alameda Municipal Power (AMP), we have survived over a century and a quarter of utility mergers that created behemoths in other places.

AMP has provided safe reliable power at lower rates without sacrificing service to power our community. We maintain local control so that we can re-invest in the island and provide value to enrich our lives, businesses, and the community.

We've seen a lot of change in 130 years, but through it all there's been one constant: We're as committed today to delivering safe and reliable electricity to the residents and businesses of Alameda as we were in 1887. We'll continue to invest in new and improved ways of doing business to manage costs, improve our service, and improve the environment.

About the Position

Under general direction, ensures the operation of the electrical transmission and distribution systems is reliable, efficient, and effective, restores service in a timely manner to all customers, and performs related work as required.

Examples of Duties:

1. Monitors the status of the transmission and distribution systems through the use of the Supervisory Control and Data Acquisition system (SCADA), meters and other equipment and software.
2. Initiates and coordinates switching orders and electrical clearances on transmission and distribution systems for planned and unplanned work with Alameda Municipal Power personnel, customers and power suppliers.
3. Receives, troubleshoots, prioritizes and dispatches appropriate personnel and equipment for all non-9-1-1 emergency and non-emergency calls for the electric system during business and non-business

hours.

4. Monitors and operates substation communications equipment to detect any abnormal conditions; performs operations or adjustments to correct such abnormalities or refers the problem to specialized maintenance personnel.
5. Maintains continuity of service by analyzing system status and causes of system failures.
6. Maintains control of the electrical system, and safely dispatches appropriate personnel and equipment to correct routine system problems and restore electrical service during emergency conditions.
7. Provides detailed reports of system failures, disturbances and unusual conditions.
8. Maintains accurate telephone, radio and station logs. Updates all databases and mapping systems with real-time changes including updated asset data that affect the operation and troubleshooting of the electric system.
9. Conducts routine inspection of station equipment.
10. Interacts courteously and calmly with key customer stakeholders, including contractors, the general public, key account customers, city co-workers.
11. Maintains the work area and all records in a neat and orderly manner.
12. Performs duties involving basic arithmetic and algebraic calculations.
13. Assists in training personnel
14. Communicates clearly and accurately using various written and verbal mediums.
15. Uses computer based technologies to perform job duties.

Qualifications to Apply

Education: Graduation from high school. Successful completion of a System Dispatch Training Program is desirable.

Experience: Three years of journey level experience with an electric utility:

- A. as a system operator or dispatcher OR
- B. performing substation maintenance OR
- C. performing overhead line construction and maintenance and underground residential distribution (URD)
- D.
- E. five years experience with an electric utility requiring knowledge of electrical transmission and distribution systems, equipment and operation.

Special Requirements

Willingness and ability to work various shifts, including nights, holidays and weekends on a system operating 24 hours per day, 7 days per week. Freedom from color blindness. Normal hearing.

We will also consider an equivalent combination of education and experience that meets the stated requirements in the job description.

Please click [here](#) to view the job description for System Operator.

Selection Process

Applications and questionnaires will be evaluated and candidates whose experience is evaluated as "best qualified" will be invited to an examination process. The examination for this recruitment will be in the format of a practical examination and structured panel interview. **The examination process will be scheduled as we receive qualified applications.**

Highlighted Benefits

- Employer-paid medical contribution covers premiums for you and your family
- Employer-paid dental contribution covers premiums for you and your family
- Generous pension program (CalPERS retirement)
- Learn more about our benefits [here](#)

The examination process may test for, but is not limited to, the essential knowledge and abilities listed in the job specification and announcement and will be designed to provide a comprehensive review of each candidate's technical knowledge and overall suitability for the position. Qualified applicants will be notified of the exact date, time, and location of examinations approximately two weeks in advance. If applicants have not received written notice at least one week prior to the tentative test date listed in the flyer, they should contact the City of Alameda Human Resources Department at (510) 747-4900.

Candidates passing all components of the examination process will be placed on an Eligible List. A list of names is certified to the department(s) having vacancies based on the type of examination conducted pursuant to the provision of the City's Civil Service Rules. Final selection will be made from the Eligible List by the Department Head subject to approval by the City Manager. The Department Head may utilize additional selection procedures to make a final hiring decision. Placement on an Eligible List does not guarantee employment. Prior to appointment, a thorough reference check will be conducted which may include a credit check and background. The selection process may be evaluated and revised based on the number of qualified applicants. Federal law requires that prior to employment, you must furnish proof of your identity and eligibility for employment in the United States, as required by U.S. Citizenship and Immigration Services.

VETERAN'S PREFERENCE CREDIT: A job applicant qualifies as a veteran if honorably discharged from active military, reservist, or National Guard duty of at least 18 consecutive months within the past five (5) years of the date of application. In case of discharge attributable to service-connected injuries or illnesses, the 18 months active duty requirement need not be fulfilled. An applicant claiming veteran's preference credit must attach to their application, a legible copy of their DD-214 verifying the type of discharge and date(s) of active service. NO OTHER DOCUMENTATION WILL BE ACCEPTED.

AN EQUAL OPPORTUNITY EMPLOYER: The City of Alameda encourages minorities, women and the disabled to apply. It is the City's policy that all aspects of employment and promotion shall be without regard to sex, marital status or disability (except where dictated by requirements of the position), race, sexual orientation, political affiliation, religious creed, color, national origin or age. Qualified disabled persons must be able to perform the essential functions of the position with or without reasonable accommodations. No individual may pose a direct threat to the health or safety of himself/herself or other individuals in the workplace. Barring undue hardship, reasonable accommodations can be made in the application and examination process for disabled individuals or for religious reasons. Requests for reasonable accommodation should be made in advance to the Human Resources Department. Hearing Impaired TDD (510) 522-7538.

The information contained herein is subject to change and does not constitute either an expressed or implied contract.

APPLICATIONS MAY BE FILED ONLINE AT:
<https://alamedaca.gov/human-resources>

Position #2018-7760-01
SYSTEM OPERATOR
SN

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