

CITY OF ALAMEDA
invites applications for the position of:



Electrical Equipment Superintendent (36 hour, 4 day per week work schedule)

SALARY: \$73.58 - \$89.43 Hourly
\$137,735.00 - \$167,418.00 Annually

DEPARTMENT: Alameda Municipal Power

OPENING DATE: 10/27/20

CLOSING DATE: 06/25/21 12:00 AM

FLSA STATUS: Exempt

NATURE OF POSITION:

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Note: Deadline to apply is June 25, 2021.

Alameda Municipal Power (AMP) is currently recruiting for an Electrical Equipment Superintendent and this position's **work schedule is 36 hours per week over 4 days** (typically Monday through Thursday); this is considered **full-time with a competitive benefits package**.

This is an exciting opportunity to be part of, and lead, a great crew making a significant impact in the local community. Please note that this position is full time with excellent benefits including a modern work-life balance. Read on to learn more about AMP and this career opportunity.

About Alameda Municipal Power

AMP was founded in 1887 and is one of the oldest continuously operating electric utilities west of the Mississippi River. The utility has just over 35,000 customers comprising approximately 30,000 residential accounts and 5,000 commercial/government accounts. As a community-owned utility, AMP has much to offer its customers including the delivery of 100% clean energy (among the first in the nation to do so); rates that are 20% below the neighboring investor-owned PG&E; and a power reliability record that is among the top in western states.

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 over 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 Division/Position

This is a dynamic time for electric utilities and AMP's Engineering & Operations Division plays a key role in shaping the design, construction, and operation of the transmission and distribution system. The Operations Sections include Line, Substations, Metering, and System Control, all working very closely together and interface with other areas of the organization to achieve safe and reliable distribution of electricity every day.

As part of the team, you will have the opportunity to create and implement a variety of programs that help in achieving AMP's goals and vision.

We are looking for a colleague with exceptional technical knowledge, management skills, program and project management skills, attention to detail, excellent communication skills, and an interest in learning new skills to meet the ongoing needs of the highly dynamic energy sector.

DISTINGUISHING FEATURES:

This is a single-position, mid-management level classification responsible for the supervision and management of the electrical maintenance and system control sections of the Engineering and Operations Division in the Alameda Municipal Power Department (AMP). Work in the class is distinguished from that of lower classes by the overall responsibility for major and/or complex projects or assignments, by the level and extent of management, administrative, and supervisory responsibilities, and by the level of professional specialization and expertise required.

EXAMPLES OF DUTIES:

Here are some examples of typical job duties:

- Plans, organizes, directs and coordinates transmission and distribution system operations and controls; testing, servicing and repair of electrical equipment, meters and substation equipment such as circuit breakers, voltage regulators and reclosers; installation, calibration, testing and repair of all types of meters and instruments; SCADA system and radio communication system operation and maintenance.
- Directs operation, maintenance and construction of substations.
- Reviews work progress and problems with subordinate supervisors.
- Prepares plans, drawings, specifications and estimates for revenue and non-revenue metering installations.
- Administers equipment and supply procurement request activities.
- Prepares various studies and reports regarding the use of equipment, work methods, materials, services and administrative improvements.
- Ensures adherence to and application of established safe work practices and procedures.
- Coordinates operation and maintenance of the Northern California Power Agency's combustion turbine installation located in Alameda; supervises training of personnel in the operation and maintenance of that facility.
- Prepares and administers section budgets; prepares plans and cost data for the budget and department's General Plan.
- Supervises, trains, and evaluates assigned staff.
- Perform other related duties as required.

EMPLOYMENT STANDARDS:

Qualifications to Apply

Education:

The Electric Equipment Superintendent requires graduation from high school supplemented by college course work in science, electronics, engineering, advanced electrical theory, and mathematical theory as applied to electric utility industry.

Experience:

The Electric Equipment Superintendent requires five years of journey-level electrical utility operations and maintenance experience involving substation, meter, and equipment testing, maintenance, installation and operation; transmission and distribution system dispatching using a SCADA system, which included two years of supervisory or crew-lead experience; OR Two years of experience equivalent to Substation and Meter Supervisor, Chief System Operator, or Line Working Supervisor with the City of Alameda.

We will also consider an equivalent combination of education and experience that meets that stated qualifications. Please click [here](#) to view the full job description.

Please submit an **online application** detailing your work experience and attach a **cover letter** and **resume**.

Selection Process

Applications will be evaluated and candidates whose qualifications are evaluated as "best qualified" will be invited to an examination process. The examination for this recruitment will consist of a questionnaire review and a structured oral interview panel. The questionnaire will be administered via email after the application review process and **the interviews will be scheduled at a mutually convenient time for AMP and the applicants.**

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 the U.S. Citizenship and Immigration Services.

Highlighted benefits

- 4-day work week/36 hours per week
- 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](#).

E-VERIFY: The City of Alameda utilizes the Federal government's E-Verify program and new employees must provide documentation to establish both identity and work authorization, which includes showing a valid United States Social Security card at the time of hire (photocopies not accepted).

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://www.alamedaca.gov/Departments/Administration/Human-Resources>

2263 Santa Clara Avenue, Rm. 290
Alameda, CA 94501
(510) 747-4900

HR@alamedaca.gov

Position #2020-7711-01
ELECTRICAL EQUIPMENT
SUPERINTENDENT (36 HOUR, 4 DAY
PER WEEK WORK SCHEDULE)

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