

082-PO  
ELECTRIC PROGRAM SUPERVISOR - POWER PLANT OPERATIONS

CITY OF REDDING

DEFINITION:

Under general direction, supervise and direct the daily functions of the power plant operations staff, following the standards and direction set forth by Power Operations and City of Redding management.

EXAMPLES OF DUTIES:

NOTE: The following are the duties performed by employees in this classification. However, employees may perform other related duties. Not all duties listed are necessarily performed by each individual in the classification.

1. Supervise and direct the daily activities of the operations staff. Plan, direct, coordinate, supervise and review the tasks and objectives assigned to the power plant operations staff. Provide technical support to power plant staff as required.

Measures: Overall effectiveness of power plant operations. Skills and knowledge of staff are utilized effectively and appropriately. Operations staff perform their assigned tasks and functions with competence that meets or exceeds the standards set by Power Operations management. Employees receive appropriate and timely feedback on performance and behavior.

2. Promote and sustain positive morale and motivation of plant operating personnel. Develop and maintain effective training programs; act as an advocate for the continued professional development of staff.

Measures: Power plant operations staff reflect positive attitudes while completing plant objectives and tasks. Employees are motivated and enthusiastic.

3. Promote safe work practices. Ensure compliance of and adherence to City safety programs and government safety regulations. Correct unsafe conditions and deviations from safety programs.

Measures: Operations staff work practices reflect an attitude of safety first. Operations staff recordable accident record meets or exceeds safety goals established by power plant management.

4. Develop and implement operations, training, safety, and environmental compliance programs and identify those areas that may need improvement or further development.

Measures: Power plant operations staff knowledge and skills show improvement through handling of plant issues and conditions.

5. Ensure compliance of and adherence to City environmental compliance permits, procedures, and government regulations. Report and correct deviations from City environmental compliance permits, procedures, and government regulations.

Measures: Operations staff work practices and working knowledge demonstrate proper actions in dealing with an environmental compliance event. Power plant environmental compliance record meets or exceeds environmental compliance goals established by power plant management.

6. Work with Electric Program Supervisor - Power Plant Maintenance and other plant staff members to solve plant problems so as to consistently improve plant operation.

Measures: Plant safety record, regulatory compliance, and operational reliability and availability statistics show improvement year to year. Power plant operation and maintenance teams function as a cohesive and effective group.

7. Ensure that electrical generations outputs and power plant equipment response to plant operation schedules are maintained at levels as determined by the REU Energy Management group.

Measures: Power plant operation adheres to the REU Energy Management group dispatch instructions.

8. Ensure that plant availability and reliability are maintained at established levels. Evaluate and determine methods to constantly improve the plant availability and reliability.

Measures: Plant availability and reliability values meet or exceed plant availability and reliability goals established by power plant management.

9. Ensure power plant equipment operating efficiencies are maintained at maximum achievable levels. Monitor and trend power plant equipment operating efficiencies. Evaluate and determine methods to improve power plant equipment operating efficiencies.

Measures: Power plant equipment operating efficiencies are maintained at levels determined by either OEM specifications or power plant management.

10. Oversee the water testing and treatment program to ensure that plant process water quality standards are maintained and program achieves operation objectives. Monitor water treatment costs. Constantly evaluate the program for improvement.

Measures: Plant equipment degradation by plant water steams is minimized to industry acceptable levels.

11. Respond to abnormal, emergency, or upset conditions of the plant facilities. Take appropriate action to ensure personnel safety and facility integrity so as to maximize plant reliability. Report events to the appropriate authorities.

Measures: Abnormal, emergency, or upset conditions of the plant facilities are handled appropriately as per City procedures and government regulations.

12. Ensure that plant documentation is current and accurate. This includes, but is not limited to, safety programs, environmental compliance procedures, operations procedures, equipment documentation, and plant drawings and schematics.

Measures: Power plant documentation reflects the latest information and regulatory requirements.

13. Prepare correspondence and reports, and maintain records as directed.

Measures: Correspondence and reports are prepared with professional reflection and effective results.

14. As directed, and per City procurement procedures, prepare specifications, request for proposals, bids, and requisitions for purchase orders for replacement parts and/or services, as required. Ensure City's best interests are maintained in all procurement events.

Measures: Materials and services procurement completed as per City policies.

15. Fill-in for the Electric Program Supervisor - Power Plant Maintenance when necessary.

Measures: The duties of the Electric Program Supervisor - Power Plant Maintenance are adequately completed to assure the coordinated operation of the power plant equipment.

16. Perform other related duties as assigned.

## QUALIFICATIONS:

### Knowledge of:

Thorough knowledge of power plant principles, processes, and procedures and a working understanding of maintenance and mechanical techniques or procedures, including the principles and methods, and tools and equipment used in the installation, modification, maintenance and operation of steam and combustion turbine generating facilities and associated mechanical, hydraulic, electrical, electronic and computer systems/software, and all associated equipment; applicable governmental laws and regulations; terminology and mathematics associated with generation activities; basic electronic and electrical theory; budget preparation and tracking procedures; report writing; record-keeping; effective communication and supervisory skills.

### Ability to:

Interact effectively with the public and other employees; immediately respond to changes in plant conditions; recognize operational inconsistencies and hazards in the workplace and display proper judgment in dealing with them; supervise the work of others; plan and schedule work and coordinate

with other departments and regulatory agencies; read and understand technical drawings, sketches, plans, specifications and maintenance manuals; perform tasks or functions completely with minimal supervision; and effectively communicate both orally and in writing.

Education:

Any combination of training and experience or education that provides the required knowledge, skills, and abilities is qualifying. Typical education would include a Bachelor of Science degree in Engineering or related field from an accredited college, university, or equivalent.

Experience:

Typical experience would include five years of journey level power plant operations and maintenance and repair experience and three years of supervisory experience.

Special Requirements:

Possession of a valid California driver's license, or the ability to acquire one within ten days of appointment.