

CITY OF ROSEVILLE

ELECTRIC OPERATIONS SAFETY TECHNICIAN

DEFINITION

To perform a variety of technical level duties in support of safety related programs, policies, procedures, and field safety audits as it relates to electric distribution operations within the Electric Utility Department; to provide subject matter expertise for electric utility operational areas including, but not limited to, line construction and maintenance, troubleshooting, metering, dispatch, warehouse, and substations.

SUPERVISION RECEIVED AND EXERCISED

Receives general direction from the Electric Operations Manager and may receive functional supervision from an assigned supervisor.

EXAMPLES OF ESSENTIAL DUTIES - Duties may include, but are not limited to, the following:

Plan and lead safety meetings within the operations division; monitor the completion of daily safety tailboards, DOT pre-trips and related documentation; conduct field and driver observations.

Develop standards and procedures for safety training; implement and lead safety initiatives; provide for safety training and measures the effectiveness of training; and prepare and maintain records and progress reports.

Conduct analysis of safety programs and assist with the development and implementation of new and improved safety programs; coordinate with management to create safety action plans to strategize approach and provide guidance in development.

Conduct frequently scheduled field visits to assess safety and compliance with safe work practices and procedures; recommend improvements and modifications to management.

Conduct and complete incident analysis and ensure management is notified of areas of concern; provide subject matter expertise on incidents analysis and provide consultation and guidance on corrective action development.

Recommend and assist in the implementation of safety orientated goals and objectives.

Provide safety information to all in an impactful and results oriented way.

Create, contribute to and implement City and department safety plans and other related documents.

May be assigned to participate in City/Department Safety Committees.

Track and assign training to employees using the City's learning management system.

Monitor Personal Protection Equipment issuing and testing programs including rubber insulated goods, FR clothing and hot-sticks.

Build and maintain positive working relationships with co-workers, other City employees and the public using principles of good customer service.

Perform related duties as assigned.

MINIMUM QUALIFICATIONS

Knowledge of:

Principles and practices of electrical theory as applied to electrical circuits and wiring systems.

Pertinent local, State and Federal laws and ordinances, including, but not limited to, CAL/OSHA, California Electrical Code, NFPA 70E, laws relative to distribution, metering systems and substation construction; state & federal safety rules & regulations; hazard identification and basic math.

Methods, equipment, tools and materials used in the maintenance, construction, operations and installation of electric utility equipment.

Components and parts used in electric transmission and distribution systems, including metering components, substation and inspection equipment.

Computer equipment and related software.

Ability to:

Organize and implement electric operations utility safety activities such as scheduled or unscheduled safety meetings, briefings or presentations.

On a continuous basis, know and understand all aspects of the job; intermittently analyze work papers, reports and special projects; identify and interpret technical and numerical information; observe and problem solve operational and technical policy and procedures.

On a continuous basis, sit at desk for long periods of time; intermittently reach, bend, squat, climb, kneel and twist while conducting field inspections; intermittently twist to reach equipment surrounding desk; perform simple grasping and fine manipulation; use telephone, write or use a keyboard to communicate through written means; and lift or carry weight of 10 pounds or less.

Obtain and maintain relevant certifications as appointed by management. This may include CPR, confined space (permit and non-permit), traffic control, aerial rescue, forklift crane, and underground mark and locate.

Interpret and explain pertinent regulatory standards and department policies and procedures; develop and recommend policies and procedures related to electric operations.

Train and evaluate assigned staff.

Communicate clearly and concisely, both orally and in writing.

Establish and maintain effective working relationships with those contacted in the course of work.

Experience and Training

Experience:

Three years of increasingly responsible experience in electric utility systems operations, construction, maintenance and repair work similar to that of a Line Technician, Electric Metering System Technician or Electric Substation Technician with the City of Roseville.

AND

Training:

Equivalent to completion of the twelfth grade and completion of a formalized Qualified Electrical Worker training program.

License and Certificate

Possession of a valid California driver's license by date of appointment.

Completion of formal training program that meets the qualifications of OSHA's definition of "Qualified Electrical Worker" (QEW).

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Possession of a Professional Certification/Safety Management (e.g., Certified Utility Safety Professional, Green Designation) within twelve months of appointment.

10-07-23 Electric Operations Safety Technician