

MAJOR FUNCTION

This is advanced professional level work that provides engineering support to the Gas Operations Division of the Electric and Gas Utility. The incumbent will perform engineering work on a variety of equipment and systems within the assigned area of responsibility. The incumbent is responsible for technical work in the particular engineering discipline. The duties allow for a wide latitude of independent action, judgement, and decision making with a minimal direction and supervision. Work is performed under the Direction of the Gas Engineering Manager and checked upon completion for technical proficiency and adherence to standard practices.

ESSENTIAL AND OTHER IMPORTANT JOB DUTIES

Performs engineering tasks requiring application of engineering principles and prescribed methods, procedures and standard designs to perform work of specific and limited scope. Assists in the verification, management, and maintenance of system maps and gas modeling software. Assists in the development and implementation of design and construction standards; ensures compliance with Division standards, as well as with local, state, and federal codes and ordinances. Assists in the development and review of the Division's Distribution Integrity Management Plan (DIMP); as well as supporting standards, procedures, and practices for all pipeline assets. Identify improvement opportunities and support improvement initiatives for the DIMP. Evaluates and prepares bid/proposal documents and develops award recommendations. Reviews proposals, plans and specifications developed by consulting engineers. Assists in the reviewing and analyzing of operating and capital budgets and other budget requirements. Assists operational and maintenance personnel. Coordinates the preparation of various regulatory reports. Reviews specifications and drawings. Assists in the preparing specifications for purchase of materials, equipment and capital improvement projects. Utilizes computers for performing project cost comparisons and analysis of alternatives. Prepares and presents feasibility reports, compiles data and participates in various committees and groups. Responsible for the execution of assigned projects and studies. Provides field direction for assigned projects and studies. Drives City vehicles to perform assigned duties. May recommend the hire, transfer, promotion, grievance resolution, discipline and discharge of subordinate personnel. Performs additional duties as required.

Other Important Duties

Keeps abreast of general and job specific developments in area of responsibility. Performs special projects as assigned. Perform other job-related duties as required or assigned.

DESIRABLE QUALIFICATIONS**Knowledge, Abilities, and Skills**

Considerable knowledge of the modern practices, methods, techniques and equipment used in activities involved in natural gas system design and operations of natural gas utilities and operations including piping, materials, meters and regulators. Knowledge of cathodic protection systems applicable to natural gas piping. Ability to understand and apply computerized solutions to engineering problems. Ability to prepare and/or modify drawings in electronic format. Considerable knowledge of the use and care of gas utility equipment and systems. Considerable knowledge of the City's natural gas distribution system. Knowledge of all applicable safety and regulatory standards applicable to natural gas systems including but not limited to FPSC and FDOT Pipeline and Hazardous Material Safety Administration requirements. Ability to take field notes and use them in drawing plans and specifications. Ability to plan projects and use them in drawing plan specifications. Ability to plan projects, prepare cost estimates, conduct engineering research, make inspections, and prepare progress and accomplishment reports. Ability to manage projects and assignments for prolonged periods of time. Ability to perform mathematical and statistical computations. Ability to manage change. Ability to maintain records and coordinate and/or supervise subordinates or

assigned contractors. Ability to maintain effective working relationships with fellow employees, developers, contractors and the general public. Ability to communicate clearly and concisely orally and in writing. Ability to read and write technical manuals and reports. Skill in the use of personal computers and associated programs and applications necessary for successful job performance.

Minimum Training and Experience

Possession of a bachelor's degree in engineering or related field and three years of directly related experience in gas utility or similar operations. A master's degree in engineering may be substituted for one year of the required experience.

Necessary Special Requirements

Individuals in this classification are considered essential during emergency and storm situations and must be able to work 16 hours per day for extended periods of time and may be required to be away from their family.

Individuals in this classification must be available to serve on-call and are subject to having to work outside of their assigned shift/schedule to meet operational needs.

Must obtain GTI's Gas Distribution Engineering 1 and Gas Distribution Operations self-study courses within the first two years of employment.

Must possess a valid Class E State driver's license at time of appointment.

Must have or obtain a NACE CP1 or other approved cathodic protection certification within six months of employment.

Established: 02-25-21