

RESPONSIBILITY OUTLINE



Job Title	Senior Transmission Engineer		
Department	Transmission Engineering	Pay Status	Salaried
Reports To	Manager Transmission Substation Design	FLSA Category	Exempt
Location	Various		

SUMMARY

Provide team leadership, plan, perform design, and function as project engineer or project lead providing leadership to support design, procurement, installation, and commissioning of all components and equipment associated with electrical transmission substation facilities.

Essential Responsibilities

Depending upon work assigned, incumbent will be required to perform some or all of the following essential responsibilities.

Substation Design

Provide team leadership in development of overall design and design modification of substations and switching stations to projects assigned to external design and construction entities. Provide technical support for equipment and materials procurement and installation.

Design and successfully complete high voltage (HV) and extra high voltage (EHV) substation projects for new and modified substation facilities.

Manage projects assigned to external engineering consultants or function as a project lead or project engineer for an external consultant for substation projects.

Ensure collection, organization, and analysis of project information and ensure coordination with other departments to determine the budget and scope of work for approved projects, programs, modifications, and upgrades.

Perform associated calculations necessary to meet industry standards related to substation physical design including conduit fill and structure loadings.

Efficiently and effectively communicate design requirements and collaborate with other disciplines of the company including civil, land development, substation electrical, and operations.

Utilize applicable codes and industry standards to provide bid documents on substation equipment including transformers, breakers, wave traps, switches, bus work, conduit, and other physical substation apparatus.

Advise on and prepare job cost estimates incorporating overall estimates from other groups such as substation electrical, operations, and outside consulting.

Direct design technicians in physical substation design drawing package creation.

System Protection

Provide senior team leadership to obtain and maintain system data and computer programs necessary to provide required information for relay, fuses, recloser, and breaker coordination for the Sunflower transmission and Members' distribution systems including device setting and procurements.

Provide team leadership in breaker operation analysis and report preparation.

May provide subject matter expert leadership for PRC-002, PRC-004, PRC-006, PRC-023, and PRC-027.

Standards

Ensure compliance with applicable American National Standards Institute/Institute of Electrical and Electronic Engineering (ANSI/IEEE), North American Electric Reliability Corporation (NERC) Reliability, National Electrical Safety Code (NESC), American Society for Testing and Materials (ATSM), American Society of Civil Engineers (ASCE) standards.

Lead development and maintenance of Sunflower standards.

Leadership

Provide leadership, coaching, and counseling to employees in assigning duties and regarding job performance. Provide input on annual performance appraisals. Ensure and recommend training and support in order to meet or improve their job performance. Keep employees informed of work requirements, business conditions, company policies, and other factors that impact their work performance and environment. Work closely with the supervisor to prioritize and schedule work.

Safety

Sunflower employees are expected to approach their personal safety and their coworker's safety with a positive attitude and commitment. Sunflower employees will maintain the highest level of responsibility and accountability in compliance with all safety policies, practices and procedures to ensure a safe working environment. This includes properly maintaining and caring for applicable safety gear and equipment; identifying, correcting or assisting in resolving safety concerns, including communicating all hazardous conditions; reporting all injuries and near misses immediately to appropriate personnel; and understanding and complying with the Clearance Procedure as applicable.

Culture

Demonstrate personal responsibility and a commitment to Sunflower's culture and core values of technical competency, respect and dignity, accountability, integrity, trustworthiness, and servant leadership to empower or otherwise enable others to optimally perform their job responsibilities. Demonstrate and promote ethics and behaviors consistent with Sunflower's culture, Board policies, and business practices. Understand and fulfill the role and responsibility for all internal policies and procedures of the company to comply with laws, rules, and regulations.

Other Responsibilities

Oversee and prepare job cost estimates and track financial progress of complex projects.

Support contract development.

Train, mentor, and support other engineers in area of expertise.

Periodically meet with and provide technical support to customers and Sunflower Members.

Perform other tasks as assigned or required to support Sunflower's mission and operations.

Qualifications

Certifications and Licenses

Professional Engineer license is preferred.

Education and Experience

Bachelor's degree in electrical, mechanical, or civil engineering from an ABET accredited institution and seven years' practical utility experience.

Knowledge, Skills, Abilities

Advanced knowledge base of design techniques and equipment requirements and the proper application in design, operation, and maintenance of substations and switching stations, and/or protection and control.

Advanced knowledge and understanding of the regulatory and environmental requirements pertaining to operation and maintenance of Sunflower's transmission system.

Skilled at developing, reading, and interpreting one-line diagrams; control schematics; wiring diagrams, vendor drawings; contracts; specifications; service agreements; and other records or documents pertaining to systems, projects and programs, system modifications, or upgrades and such other areas as assigned.

Able to gather and analyze information to make timely decisions.

Skilled at preparing budgets and estimates as well as maintaining financial tracking.

Solid organizational, time management, and problem-solving skills.

Must be a self-starter and able to work with minimal supervision.

Skilled at communicating and collaborating with a diverse group of people.

Able to adapt to new situations and embrace change.

Strong project management skills.

Able to operate computers and associated programs, including core Microsoft Office applications, and industry specific software as required (i.e. Aspen Oneliner, SEL

AcSelerator, CDEGS, etc.) at the level required to successfully perform the essential responsibilities of the position.

Written, verbal, and interpersonal communication skills at the level required to successfully perform the essential responsibilities of the position.

Leadership and coaching skills and abilities.

Advanced knowledge of design and construction techniques.

Other

Possess and maintain a valid driver's license.

Able to travel to all Sunflower sites and attend training and meetings out of state as needed.

Regular and prompt attendance is required.

Able to work in excess of 40 hours per week, both scheduled and/or unscheduled. Able to respond and report to work during off hours in emergency situations.

This outline is not all inclusive but rather serves as a general overview of the current business needs. Experience guidelines are not the sole basis for awarding this position and substitutions may be made as they relate to the essential functions, duties, and responsibilities of this position.

EEO Category	2	FLSA Exemption	Professional
FLSA Exemption Justification	Primary duty is the performance of work requiring advanced knowledge. This position requires a Bachelor's degree in electrical engineering from an ABET accredited institution.		

COMPETENCIES

The following competencies describe the required knowledge, skills, and behaviors that contribute to employee performance and organizational success. Please contact the Department of Organizational Development for definitions of each competency.

Core

- Technical Competency
- Respect and Dignity
- Accountability
- Integrity
- Trustworthiness
- Servant Leadership
- Safety

Technical

- Communication
- Decision Making
- Flexibility
- Initiative
- Problem Solving
- Quality
- Team-Oriented
- Technology Acumen

PHYSICAL AND MENTAL REQUIREMENTS SHEET

This outline is not all inclusive but rather serves as a general overview regarding the physical and mental activities required to perform the job.

Physical Tasks and Exposure

For the following, indicate if the task or exposure during a typical shift is:

Occasional (0-33% of the workday); Frequent (34-66%); Constant (67-100%)

Task/Exposure	O	F	C
Standing		X	
Walking	X		
Sitting			X
Climbing			
Crouching	X		
Twisting	X		
Reaching above	X		
Heights over 4 ft			
Confined spaces			
Variable weather	X		
Cold	X		
Heat	X		
Noise over 85 decibels	X		
Dust/Dirt	X		
Ionizing radiation			
Chemicals			
Repetitive - Wrist			X
Repetitive - Elbow			X
Other:			

Task/Exposure	O	F	C
Lifting/Lowering			
<10 pounds			X
11-30 pounds	X		
31-50 pounds			
Carrying			
<10 pounds			X
11-30 pounds	X		
31-50 pounds			
Pushing			
<10 pounds			X
11-30 pounds	X		
31-50 pounds			
51-75 pounds			
>75 pounds			
Pulling			
<10 pounds			X
11-30 pounds	X		
31-50 pounds			

Comments:

For the following, indicate if essential to the position:

Mental Requirements	
Works alone	X
Repetition	X

Audio/Visual	
Hearing/Corrected Hearing	X
Color discrimination	

Required Examinations			
Physical Capacity Profile (PCP)		Audiogram	
Level 2		Chest X-Ray	
Level 3		Spirometry	
Level 4		Color	
Level 5		DOT Physical	

A physical may be substituted for a PCP if it is not available.