

JOB DESCRIPTION AND POSITION CLASSIFICATION

CLASSIFICATION Hydroelectric Plant Technician Supervisor		DWR POSITION NUMBER 2620-3731-5xx	SAP POSITION NUMBER 50002466	MCR
APPOINTEE Vacant		SAP PERSONNEL NO. TBD	DIVISION/SECTION SFD/Engineering Unit /HEP Technician Section	
COLLECTIVE BARGAINING IDENTIFIER Management Related BU: ☐ Supervisory Related BU: ☐ Confidential Related BU: ☐ Rank and File BU: ☐				
RESPONSIBILITIES EXERCISED ☒ Supervisory ☐ Lead Person		IMMEDIATE SUPERVISOR (Print) Luz Dial	SUPERVISOR'S CLASSIFICATION Supervising HEP Utility Engineer	
APPROVED BY (Personnel Analyst's Name) Jennifer Greathouse			DATE 9-29-26	
<i>Percent of Time</i>	<i>Activity</i>			
45%	POSITION SUMMARY Under the direction of the Supervising Hydroelectric Power Utility Engineer, the Hydroelectric Plant (HEP) Technician Supervisor is responsible for the technical work in connection with control, communication, electrical and mechanical equipment at SWP hydroelectric facilities including generating/pumping plants, switchyards, power transformer yards, water conveyance, and other facilities within the Field Division. Performs administrative tasks in SAP such as time approvals, program reports, requisition approvals, work order notifications and other SAP functions. Provides support to the Planner/Scheduler functions. ESSENTIAL FUNCTIONS This position requires that the incumbent work cooperatively with others; maintain regular, consistent, predictable attendance; and exercise good judgment. The following are specific essential duties but not limited to: Plans, coordinates, schedules, and prioritizes work through HEP Technician III's, and distributes and supervises the work of HEP Technicians that are engaged in the installation, testing, troubleshooting, repair, inspection, maintenance, calibration, modernization, and documentation of SCADA equipment including host servers, work stations, PLC's, SOE loggers, communication interfaces, and application software; Communication equipment including various types of high speed data multiplexors, fiber optic and copper cable systems, protocol converters, leased Telco services,T1 interfaces, WAN and LAN equipment; SWP IT related equipment, security systems, voice systems, and video conference systems; SWP pumping/generating plant and water conveyance instrumentation and protective systems/devices used for protection, monitoring, and control - including relays, signal conditioners, power line carriers, various sensors and transducers for thermal, flow, level, vibration, down thrust, pressure; SWP Generating and pumping plant equipment including power transformers, high voltage power circuit breakers, high voltage instrument transformers, governors, excitation/voltage regulators, predictive monitoring systems,			
SUPERVISOR'S STATEMENT: I HAVE DISCUSSED THE DUTIES OF THE POSITION WITH THE EMPLOYEE.				
SUPERVISOR'S NAME (Print) Luz Dial		SUPERVISOR'S SIGNATURE ➤		DATE
EMPLOYEE'S STATEMENT: I HAVE DISCUSSED WITH MY SUPERVISOR THE DUTIES OF THE POSITION AND HAVE RECEIVED A COPY OF THE DUTY STATEMENT.				
EMPLOYEE'S NAME (Print) Vacant		EMPLOYEE'S SIGNATURE ➤		DATE

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	annunciators, hydraulic/pneumatic systems, and safety systems. Arranges for safe clearances, reviews JHAs, and makes modifications in area of responsibilities as required. This will require driving a vehicle on public roadways and on uneven terrain throughout the field division.				
25%	Responsible for training and evaluating work performance of HEP Technician I's, II's, and III's. Develop and implements individual training programs creating a cross-trained and highly skilled HEP technician workforce to perform work and maintenance on SCADA, Communications, instrumentation, IT, and power equipment used in the various types of SWP facilities. Ensures that the HEP Technician Section is aware of and complies with SWP safety policies and procedures.				
15%	Reviews testing procedures, equipment test results, calibration reports, trip test reports, and load test reports to ensure they are performed and documented and are in accordance with O&M policy or procedures. Reviews preventative maintenance records, recommends and implements changes to maintenance practices to increase safety and system availability. Conducts inspections to ensure quality work is performed.				
10%	Coordinates work efforts with Planner Schedulers, Operations and appropriate branch chiefs in Electrical, Mechanical, Control System and Communications areas on major modifications and new installations. Reviews new equipment and system design criteria and specifications as required for alignment with unique field division requirements. Makes diagrams and sketches and prepares cost estimates to support installations, including test equipment and materials. Inspect new installations and validates correct installation. Assists in assessment of equipment malfunction in order to determines corrective actions that need to be taken.				
5%	Recruits, selects and hires personnel. Develops employee appraisal and development reports, conducts administrative actions as required. Perform administrative tasks in SAP such as time reports, program reports, requisitioning, work order notifications and other SAP functions. Performs budgeting, cost control and reporting as it relates to the HEP Technicians in the field division. Write and develops business case reports to support functions performed by HEP technicians. PHYSICAL REQUIREMENTS: This position requires the incumbent to have: 1)the stamina and ability to bend, stoop, kneel and stretch to access and inspect cables and equipment; 2)the stamina and ability to climb 25 foot ladders, long flights of stairs, scaffolding, and towers to access and inspect cables and equipment; 3) the ability to identify color-coded parts, indicator lights, CRT display data and hazard warning tags, and warning barrier tapes : 4) the ability to enter in confined spaces; and 5) the manual dexterity to operate control panels, equipment keypads to access systems and demonstrate proper operation. This position requires working around loud machinery. SPECIAL REQUIREMENTS: This position requires the incumbent to: 1) willing to work extended hours and on weekends as needed to support restoration of operations; 2) follow safety precautions inherent in the job; and				

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	3) possess and maintain a valid California driver's license as travel utilizing a State vehicle is required throughout Northern California, including driving on unpaved roads and across rugged terrain. Under the provisions of the North American Electric Reliability Corporation Critical Infrastructure Protection Standard CIP-004 as part of the Energy Policy of 2005, this position has authorized cyber access to or unescorted physical access around critical cyber assets and is subject to a satisfactory background check prior to appointment and every seven years thereafter. Employee is required to successfully complete all safety training related to the functions of the job. This position is not eligible for telework. All employees are responsible for contributing to an inclusive, safe, and secure work environment that values diverse cultures, perspectives, and experiences, and is free from discrimination. This position provides necessary support to the Divisions of Flood Management, Safety of Dams, Operations and Maintenance, Engineering, and/or the Public Affairs Office during Governor declared emergencies, flood, dam, State Water Project, and other incidents and emergencies. Additionally, this position may participate in emergency operations in the capacity of area teams, field inspection, coordination, and assist agencies such as the California Office of Emergency Services and Federal Emergency Management Agency in disaster work, including performing fieldwork to complete damage survey reports for droughts, flooding, earthquakes, and other emergencies. This position may also serve in one of the sections as established in the Incident Command System to assist the Department in performing its emergency preparedness, response, recovery, and mitigation functions. These functions are established in the California State Emergency Plan and the Department's Administrative Orders.			