JOB DESCRIPTION AND POSITION CLASSIFICATION

CLASSIFICATION	DWR POSITION NUMBER	SAP POSITION NUMBER	MCR
Electrical Engineer	**2620-3613-XXX**	**50026885**	**1**

APPOINTEE	SAP PERSONNEL NO.	DIVISION/SECTION
Vacant	**TBD**	**SFD/Engineering Branch/Elect/Mech Section**

COLLECTIVE BARGAINING IDENTIFIER

Management Related BU:	Supervisory Related BU:	Confidential Related BU:	Rank and File BU:
☐	☐	☐	☑ **R09**

RESPONSIBILITIES EXERCISED	IMMEDIATE SUPERVISOR (Print)	SUPERVISOR'S CLASSIFICATION
☐ Supervisory ☐ Lead Person	**James Smith**	**Senior HEP Utility Engineer**

APPROVED BY (Personnel Analyst's Name)	DATE
Jennifer Greathouse	**10-21-26**

Percent of Time	*Activity*
	POSITION SUMMARY **Under the direct supervision of the Senior HEP Utility Engineer, the incumbent performs the less complex types of field and office electrical and electronic engineering work; inspects the installation of electrical materials and equipment, and prepares reports. Must use judgement and carry out all work assignments in a safe, economical and efficient manner. May perform administrative tasks in SAP such as time reports, program reports, requisitioning, work order notifications and other SAP functions.** **ESSENTIAL FUNCTIONS** **This position requires that the incumbent work cooperatively with others, maintain regular, consistent, predictable attendance, and exercise good judgement. The specific essential duties include but are not limited to:**
40%	**Lends engineering assistance in analyzing trouble areas and modifying or repairing electrical equipment at generating and pumping plants, prepares reports, FMCT's, and assists in making recommendations.**
30%	**Assists in the preparation of as-built drawings for electrical equipment modifications, and organizes and maintains the Operation and Maintenance Drawing System in the Southern Field Division. Coordinates formalization of updated or revised drawings with Sacramento headquarters' technical development staff.**
20%	**Assists in the preparation of plans and specifications for electrical and electronic systems in dams, electrical powerplants and pumping plants, and sub-stations; prepares material lists for electrical layouts; prepares requisitions for the purchase of electrical and electronic materials and components.**

SUPERVISOR'S STATEMENT: **I HAVE DISCUSSED THE DUTIES OF THE POSITION WITH THE EMPLOYEE.**

SUPERVISOR'S NAME (Print)	SUPERVISOR'S SIGNATURE	DATE
James Smith	➢	

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)	EMPLOYEE'S SIGNATURE	DATE
Vacant	➢	

JOB DESCRIPTION AND POSITION CLASSIFICATION

CLASSIFICATION	DWR POSITION NUMBER	SAP POSITION NUMBER	MCR
Electrical Engineer	**2620-3613-XXX**	**50026885**	**1**

APPOINTEE	SAP PERSONNEL NO.	DIVISION/SECTION
Vacant	**TBD**	**SFD/Engineering Branch/Elect/Mech Section**

Percent of Time	*Activity*
10%	**Reviews construction plans, specifications, test results and assists in analyzing the performance of plant electrical facilities and equipment; assists in recommending modifications and improvements. Incumbent will be required to operate automotive vehicles on public roadways, travel to remote areas within the field division.** **Must have a valid California Class C license as incumbent will be required to operate automotive vehicles on public roadways, travel to remote areas within the field division is necessary to perform the requirements of this position.** **This position is not eligible for telework.** **SPECIAL REQUIREMENTS** **Physical requirements; Strength and ability to move 40 pounds; ability to bend, stoop, stretch, enter/exit vehicles, vaults and structures; ability to ascend/descend stairs, climb ladders and work in confined spaces.** **Must be able to operate computers and learn/know appropriate programs.** **Employee is required to successfully complete all safety training related to the functions of the job.** **Overtime may be required, based on work needs.** **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.**

JOB DESCRIPTION AND POSITION CLASSIFICATION

CLASSIFICATION	DWR POSITION NUMBER	SAP POSITION NUMBER	MCR
Associate Hydroelectric Power Utility Engineer	**2620-3675-XXX**	**50026885**	**1**

APPOINTEE	SAP PERSONNEL NO.	DIVISION/SECTION
Vacant	**TBD**	**SFD/Engineering Branch/Elec/Mech Section**

COLLECTIVE BARGAINING IDENTIFIER

Management Related BU:	Supervisory Related BU:	Confidential Related BU:	Rank and File BU:
☐	☐	☐	☑ **09**

RESPONSIBILITIES EXERCISED	IMMEDIATE SUPERVISOR (Print)	SUPERVISOR'S CLASSIFICATION
☐ Supervisory ☐ Lead Person	**James Smith**	**Senior HEP Utility Engineer**

APPROVED BY (Personnel Analyst's Name)	DATE
Jennifer Greathouse	**10-21-26**

Percent of Time	*Activity*
	POSITION SUMMARY **Under direction of the Senior HEP Utility Engineer, the incumbent will be required to assist and make recommendations as required on matters relating to plant electrical and mechanical systems. Must have a thorough knowledge of plant systems and good work habits. May perform administrative tasks in SAP such as time reports, program reports, requisitioning, work order notifications and other SAP functions. Provides support to the Planner/Scheduler function.** **ESSENTIAL FUNCTIONS** **This position requires that the incumbent work cooperatively with others, maintain regular, consistent, predictable attendance, and exercise good judgment. Incumbent must be able to prepare clear and concise reports, must use good judgment and carry out all work assignments in a safe, economical, and efficient manner. The specific essential duties are, but not limited to the following:**
45%	**Lends engineering assistance in analyzing trouble areas and modifying or repairing electrical and mechanical equipment at pumping plants, prepares reports, FMCT's and makes recommendations. This will require to drive a vehicle on public roadways. Makes engineering recommendations for modifications to improve equipment performance by reviewing construction plans, specifications, test results and historical data on components including obtaining thorough knowledge of plant systems.**
35%	**Directs preparation of as-built drawings for electrical/mechanical equipment modifications. Document and keeps proper drawing records of the equipment modifications, configuration changes, process changes, quality control & quality assurance and other technical information. Prepares, reviews and revises maintenance management system, operations and maintenance manuals and instructions to insure uniform practices. Provides specialized machinery testing like testing of voltage regulators and documents the test results. Investigates Service Interruptions and prepares related reports in electrical/mechanical facilities.**

SUPERVISOR'S STATEMENT: **I HAVE DISCUSSED THE DUTIES OF THE POSITION WITH THE EMPLOYEE.**

SUPERVISOR'S NAME (Print)	SUPERVISOR'S SIGNATURE	DATE
James Smith	➢	

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)	EMPLOYEE'S SIGNATURE	DATE
Vacant	➢	

JOB DESCRIPTION AND POSITION CLASSIFICATION

CLASSIFICATION	DWR POSITION NUMBER	SAP POSITION NUMBER	MCR
Associate Hydroelectric Power Utility Engineer	**2620-3675-XXX**	**50026885**	**1**

APPOINTEE	SAP PERSONNEL NO.	DIVISION/SECTION
Vacant	**TBD**	**SFD/Engineering Branch/Elec/Mech Section**

Percent of Time	*Activity*
20%	**Review of construction plans, specifications, test results and analyzes performance of plant electrical/mechanical facilities and equipment utilizing a thorough knowledge of plant systems; recommends modifications and improvements.** **Must have a valid California Class C driver's license as incumbent will be required to operate automotive vehicles on public roadways, travel to remote areas within the field division is necessary to perform the requirements of this position.** **This position is not eligible for telework.** **SPECIAL REQUIREMENTS** **Physical requirements; Strength and ability to move 40 pounds; ability to bend, stoop, stretch, enter/exit vehicles, vaults and structures; ability to ascend/descend stairs, climb ladders and work in confined spaces.** **Overtime may be required, based on work needs.** **Must be able to operate computers and learn/know appropriate programs.** **Employee is required to successfully complete all safety training related to the functions of the job.** **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.** **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.**