

Revised 12/12/91

**CHUGACH ELECTRIC ASSOCIATION, INC.
Anchorage, Alaska**

POSITION DESCRIPTION

DESIGNER II - GRADE 9

I. SUMMARY

Working in a position of progressively increasing responsibility, prepares designs of moderate complexity leading to the construction of electric utility plant. Work in this position is carried out in frequent consultation with a design manager or designer in a higher classification. Most decisions are not considered final until reviewed by a supervisor. This position will be eligible to take a proficiency exam to advance to the Grade 10 (Designer III) status.

II. REPORTING RELATIONSHIP

- A. Reports To: Designated Manager
- B. Directs: May be required to direct the work of lower classifications

III. REPRESENTATIVE DUTIES

- A. Performs Designer I duties when assigned.
- B. Prepares designs for the following:

Single-phase/Three-phase overhead and underground consumer line extensions

Service drops

Transformer installations

Street and yard lights

State and Municipal load centers

Subdivision primary and secondary facility replacement

Conduit installations

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- C. Assists Designers in higher classifications.**
- D. Conducts utility(s) conflict research including encroachments.**
- E. Assists in cable testing and failure analysis.**
- F. Assists in the development of sectionalizing and fuse coordination studies.**
- G. Conducts plan reviews for state and municipal projects and prepare draft correspondence.**
- H. Prepares staking sheets.**
- I. Prepares documents generally associated with the preparation of a work order and construction contract.**
- J. Conducts National Electrical Safety Code clearance research.**
- K. Performs preliminary drafting for construction drawings.**
- L. Conducts field plant inventories for design purposes.**
- M. Field verifies projects for design accuracy.**
- N. Performs design calculations in support of related duties.**
- O. Uses computer programs to prepare project estimates, sag and tension calculations and calculations related to cable in conduit.**
- P. Prepares written technical/coordination correspondence.**
- Q. Prepares line mile report sheets for work order closing.**
- R. Performs preliminary construction inspection of trenching and "corflo" installations.**
- S. Performs other related duties as assigned.**

IV. RELATIONSHIPS

A. Internal

1. Designated Manager: Reports to and receives work assignments and direction. Informs manager of progress in work assignment areas.
2. Higher level designers within the department: Works with when assigned, receives requests and provides assistance, exchanges information as required.
3. Line Extension Coordinator: Responds to inquires and provides information.
4. Right of Way Agents: Responds to inquiries and provides information.
5. Other Engineering employees, managers and/or supervisors: Responds to inquiries and provides information.
6. Other department/division managers and/or supervisors: Responds to inquiries and provides information.
7. Employees of other departments/divisions: Responds to inquiries and provides information.

B. External

1. Chugach consumers: Responds to inquiries and provides information in conjunction with design responsibilities.
2. Municipal, State or Federal Agencies: Works with to coordinate design or permit-related matters associated with delegated work assignments.
3. Other Utilities: Works with to coordinate design-related matters associated with delegated work assignments.

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Reviewed by:

Wm. F. Nantier, Sr.
Manager, Distribution Improvements
Design

Date: 1/13/92

W. J. Man
Director, Engineering

Date: 12/12/91

Mary Tsch
Manager, Employee Relations

Date: 1-13-92

Approved by:

Classification Committee

Date: 12/12/91

W. J. Man

R. K. Veera

Robert Pool

Christy J. Quinn

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**CHUGACH ELECTRIC ASSOCIATION, INC.
Anchorage, Alaska**

JOB QUALIFICATIONS

DESIGNER II - GRADE 9

**EDUCATION
AND EXPERIENCE:**

Successful completion of a four year Bachelor of Science Degree in Engineering or Engineering Science.

OR:

Documented completion of two years towards a Bachelor of Science Degree in Engineering or Engineering Science and two years of applicable and progressively more responsible work experience in related electric utility distribution design.

OR:

Successful completion of a Designer I training program and Grade 9 (Designer II) proficiency exam.

OR:

High School diploma or equivalent and five years of documented progressively more responsible work experience in directly related electrical distribution design.

KNOWLEDGE:

Requires some knowledge of distribution engineering design and construction techniques and related construction material and equipment related to electric utility subtransmission and/or distribution facilities. Requires some knowledge of National Electric Safety Code and Rural Electrification Administration design and construction practices. Some knowledge of computer database, spreadsheet and scheduling software, project planning and project estimating.

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**ABILITIES
AND SKILLS:**

Must possess excellent verbal and written communication skills. Demonstrated ability to perform mathematical calculations consistent with level of work responsibility under this position description. Must have the ability to physically access rough terrain project site locations without the use of motor operated equipment.

**WORKING
CONDITIONS:**

Design work will normally be performed in a standard office environment. Field work in all types of weather conditions will also be required. Some out-of-town work may also be required. Must possess valid Alaska driver's license. Some overtime may be required.

Reviewed by:

Wm E. Noyes, Jr.
Manager, Distribution Improvements
Design

Date: 1/13/92

W. J. Mason
Director, Engineering

Date: 12/12/91

Mary Tesch
Manager, Employee Relations

Date: 1-13-92

Approved by:

Classification Committee

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