

CAREER OPPORTUNITY



ELECTRICAL MANAGER OF ENGINEERING CITY OF PALO ALTO

SALARY: \$152,692–\$229,028 DOE/DOQ

THE CITY OF PALO ALTO IS LOOKING FOR AN ELECTRICAL MANAGER OF ENGINEERING to manage the Electrical Engineering Unit within the Utilities Engineering Division; providing utilities services to approximately 67,000 residents, and the City's commercial and business customers. The Electrical Manager of Engineering will be responsible for overseeing all phases of the Electric and Fiber Utilities' Capital Improvement Projects, which include providing new or upgrading existing service to customers and replacing and rehabilitating the City's electric and fiber systems. This position will have a strong ability to build and develop teams, motivate staff, set objectives to meet critical project deadlines, and a strong technical background in distribution system operations and engineering. The incumbent will manage the personnel that deliver the plans and specifications that provide the engineering and job estimates for the construction of CIP projects and delivery of safe and reliable services to utility customers. *Come join an amazing organization and be a part of a leadership team where you can make a difference in the lives of Palo Alto's residents and businesses.*



the **COMMUNITY**

PALO ALTO, LOCATED IN THE HEART OF SILICON VALLEY, is home to approximately 67,000 residents (daytime population more than doubles) and technology giants such as Google, Apple, Amazon, Microsoft, Facebook, eBay, and more. Palo Alto has earned the reputation around the world as the “Birthplace of Silicon Valley” and is the center of technology and innovation, as well as an ideal location to work, live and raise a family. Palo Alto is also home to the prestigious Stanford University and is roughly 40 miles south of San Francisco and close to beaches, mountains and city life. Outdoor life in Palo Alto provides a year-round calendar of great things to do including: festivals, concerts, theatre, biking, hiking, fishing, and much more. Palo Alto’s constituencies are engaged community members that enjoy the opportunity to have a say in how their community is developed. Palo Alto is also known for its robust downtown area with a wide variety of premium shopping and dining options. To learn more, visit www.cityofpaloalto.org.



the CITY

THE CITY OF PALO ALTO is well recognized, as an employer of choice providing an exceptional workplace for its employees and excellence in service to the community. The City is a full-service municipality that owns and operates its own gas, electric, water, sewer, refuse and storm drainage services at very competitive rates for its customers, and has been nationally recognized as a well-managed and innovative organization. The City has a total FY21 annual budget of \$796.8 million, over 958 employees and is governed by a seven-member elected City Council and appointed City Manager. The City is more than 125 years old and encompasses 26 square miles, of which one-third is open space.

The City Council's top four priorities include:

- 1 Climate/Sustainability and Climate Action Plan,**
- 2 Grade Separations,**
- 3 Transportation and Traffic, and**
- 4 Fiscal Sustainability.**



the DEPARTMENT & DIVISION

THE UTILITIES DEPARTMENT includes 234 staff with an operating budget of \$320 million and is organized into five divisions: Engineering, Operations, Resource Management, Customer Support Services, and Administration. The City of Palo Alto is the only city in California that owns and operates full-scale municipal utility services, including electric, fiber optics, natural gas, water and wastewater. The City has been providing quality services to the citizens and businesses of Palo Alto since 1896. The mission of the Department is to provide safe, reliable, environmentally sustainable and cost-effective services.

The Utilities Engineering Division includes 42 staff overseeing the capital improvement projects for the entire Utilities Department. The Engineering Division has an outstanding professional workforce and a culture that leads through collaboration and optimizing resources to ensure a sustainable and resilient Palo Alto.

the **JOB**

THE ELECTRICAL MANAGER OF ENGINEERING reports to the Assistant Director of Utilities Engineering, and oversees a unit of 17 staff with five direct reports. This electrical and fiber unit is responsible for substation and distribution system improvements and rebuilds, customer connections, undergrounding, conversions, and capacity improvements for the electric and fiber utilities' infrastructure. This position will have the following budget oversight responsibilities:

ELECTRIC

CIP: \$27M

FIBER

CIP: \$1.5M

This position requires strong project management skills to implement daily electric engineering operations, and strong budget development and management skills. The Manager is responsible for the technical needs and requirements for the development of plans and designs; construction, equipment, and material specifications; cost estimates; technical and economic feasibility analysis; and inspections. Additionally, the incumbent is responsible for related capital improvement programs, and the determination of the capital additions and betterments to the systems necessary to meet service and operating requirements. The Electrical Manager of Engineering is also responsible for compliance with federal rules and regulations governed by the Department of Energy, Federal Energy Regulatory Commission (FERC), North America Electric Reliability Council (NERC) and Western Electricity Coordinating Council (WECC).

CURRENT KEY PROJECTS & INITIATIVES

The Electrical Engineering Unit is currently accomplishing the following key projects:

- ▶ Design a new 12kV electric distribution line to replace the existing overhead system in the foothills as part of the City's wildfire mitigation plan.
- ▶ Evaluate options with PG&E and California Independent System Operator for a second connection point and transmission line to Palo Alto.
- ▶ Rebuild and replace aging underground electric systems that have exceeded their expected life of 30 years.
- ▶ Reconstruct the City's electric distribution system along the railway to facilitate the electrification of the Caltrain system, converting commuter trains from diesel to electric power.
- ▶ Replace undersized 60kV high voltage circuit breakers that interconnect the substations and power stations.
- ▶ Create a high-level fiber network design that incorporates current City needs and supports a future fiber-to-the-premise platform.
- ▶ Conduct a comprehensive asset inventory of Palo Alto's current fiber-optic network infrastructure data to determine its usefulness for supporting current and future AMI, Smart Grid, SCADA, and wireless communications applications.

To see other key projects this team is working on, visit: www.cityofpaloalto.org/gov/depts/utl/projects/default.asp

the **IDEAL CANDIDATE**

THE **ELECTRICAL MANAGER OF ENGINEERING** will be driven and customer service oriented. Ideal candidates will have a strong ability to lead, motivate and develop teams, set objectives, meet critical project deadlines, and have a strong technical background in distribution system operations and engineering. This position manages the personnel that deliver the plans and specifications that provide the engineering and job estimates for the construction of CIP projects and the delivery of safe and reliable services to utility customers. The ideal candidate will address challenges related to replacing aging distribution line infrastructure, breaking down silos within the organization to execute projects successfully, and environmental challenges related to the increased need for storage due to surges on the system. We are looking for an excellent communicator who is transparent, collaborative, innovative, and can implement a vision of constant improvement for the division.

The next Electrical Manager of Engineering will also...

- ▶ Have a well-rounded technical skillset and leadership ability.
- ▶ Provide long-term strategic planning for the Unit.
- ▶ Set objectives to effectively carry out large-scale CIP projects.
- ▶ Be a relationship builder and politically savvy.
- ▶ Create strong relationships with other business units and partner agencies.
- ▶ Have the ability to shift focus when priorities change.
- ▶ Handle emergency situations with tact.
- ▶ Focus on delivering a high-level of customer service.
- ▶ Work to move the City of Palo Alto to a Smart Grid.
- ▶ Be a problem-solver.
- ▶ Think innovatively to address operational and environmental challenges and improvements.
- ▶ Prepare clear, concise technical and budgetary reports.
- ▶ Establish and maintain cooperative working relationships with representatives of Federal, State, County and other city agencies, private contractors, utility users, and the public.
- ▶ Develop, implement, and manage standardized systems and processes to manage and control all engineering projects effectively and efficiently.
- ▶ Provide project management direction for major electric system projects and reporting to management and/or City Council.

MINIMUM QUALIFICATIONS

- ▶ Sufficient education, training and/or work experience to demonstrate possession of the following knowledge and skills, which would typically be acquired through:
 - ▶ Bachelor's degree and seven years of directly related experience; or an equivalent combination of education and experience sufficient to successfully perform the essential duties of the job such as those listed above.
- ▶ Valid California Driver's License
- ▶ Registration as a Professional Engineer in the State of California



SALARY & BENEFITS

Annual Salary \$152,692–\$229,028 DOE/DOQ, and an attractive benefits package that includes:

RETIREMENT/PENSION: 2% at age 60 or 2% at age 62 based on provisions of the California Public Employees' Pension Reform Act of 2013 (PEPRA).

HEALTH INSURANCE: Medical, Dental, Vision Care and EAP benefits are provided by the City. The City pays a flat rate contribution (up to \$2,180 per month for family medical coverage) and employee pays in accordance with health plan option selected. Dental, Vision Care and EAP coverage is provided by the City with no monthly premium cost to the employee and their dependents.

OTHER INSURANCE: Group Life and Long-term Disability Insurance

DEFERRED COMP: City-sponsored Governmental 457 Deferred Compensation Plan with City match up to maximum of \$4,000 per calendar year

FLEXIBLE SPENDING ACCOUNT: Health Care and Dependent Care pre-tax savings options

VACATION: Three to five weeks of vacation leave annual depending on years of service per MOA

LEAVES: 80 hours of management leave; and up to 96 hours per year sick leave.

PAID PARENTAL LEAVE: The City provides six weeks of fully paid parental leave for new parents.

HOLIDAYS: 12 designated days per calendar year.



HOW *to* APPLY

For first consideration apply by **NOVEMBER 16, 2020** at **wbcpinc.com/job-board**

SECURE THE DATES

Interviews will be held on **DECEMBER 14 & 15, 2020**
(candidates invited to interview will need to be available for both days)

QUESTIONS?

Contact Sam Buglewicz, with any questions,
sam@wbcpinc.com or
541.630.0657 (direct)