

# ELECTRICAL PROJECT ENGINEER

## CITY OF PALO ALTO

SALARY: \$129,626–\$159,120 DOE/DOQ

**T**HE CITY OF PALO ALTO IS LOOKING FOR A **ELECTRICAL PROJECT ENGINEER** to oversee the electric and fiber optic utility projects, from conception through design and construction. This position is in the Electrical and Fiber Unit within the Utilities Engineering Division, which provides utilities services to approximately 67,000 residents, and the City's commercial and business customers. The Electrical Project Engineer performs project management for major Capital Improvement Projects including engineering design, bid evaluation, contract administration, project scheduling, inter-utility coordination, quality control, and field decisions and supervision to ensure projects are completed in a timely manner. Our ideal candidate will be a strong electrical and fiber technical expert and project manager, with an ability to meet critical project deadlines, and a background overseeing complex electrical and fiber utility projects. The Electrical Project Engineer will be able to work collaboratively with other staff, departments, and agencies and enjoy working in an environment where professional advancement and career development opportunities exist. *Come join an amazing organization and be a part of a 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](http://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 4 PRIORITIES INCLUDE:

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



# *the* DEPARTMENT + DIVISION

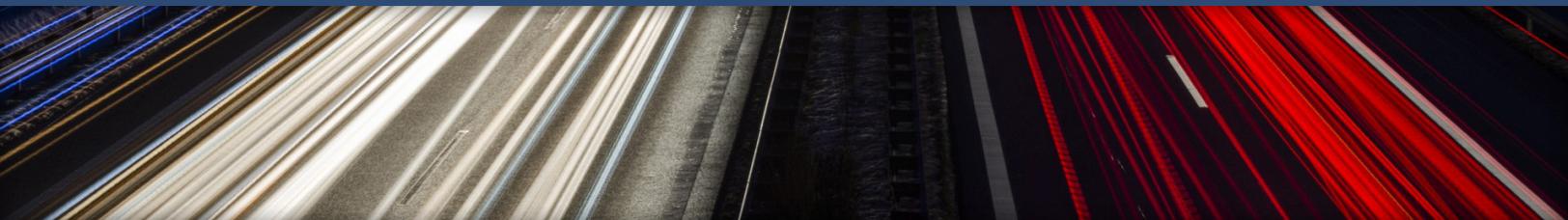
**T**HE UTILITIES DEPARTMENT includes 234 staff with an operating budget of \$320 million and is organized into five divisions: Engineering, Operations, Resource Management, Customer Support Services, and Administration. The City of Palo Alto is the only city in California that owns and operates full-scale 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 Division provides utilities services to approximately 67,000 residents, and the City's commercial and business customers, includes 42 staff who oversee 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

**T**HE ELECTRICAL PROJECT ENGINEER reports to the Senior Electrical Project Engineer in the Electrical and Fiber Unit within the Utilities Engineering Division. This position oversees staff who support the delivery of critical Capital Improvement Projects and safe and reliable services to utility customers, and is responsible for overseeing and managing electric and fiber optic utility projects, from conception through design and construction. The Electrical Project Engineer performs project management for major Capital Improvement Projects including engineering design, bid evaluation, contract administration, project scheduling, inter-utility coordination, quality control, and field decisions and supervision to ensure projects are completed. Additionally, the Electrical Project Engineer provides guidance for the utilities' customers for the efficient use of electric energy, in establishing utilities service requirements, fault current protection, load management and demand control, power factor correction, and systems safety and protection schemes. This position sets objectives to meet critical project deadlines and works collaboratively with others in the engineering department, operations team, and supervises technicians and outside consultants on major projects.



# *the* IDEAL CANDIDATE

**T**HE ELECTRICAL PROJECT ENGINEER will be driven and customer service oriented, is a strong electrical and fiber technical expert and project manager, have a background overseeing complex electrical and fiber utility projects, and have the ability to serve customers effectively and work collaboratively with others. The ideal candidate will set and achieve objectives and goals, demonstrate excellent communication skills (written and verbal), and look for and champion better ways to do business that are more effective and efficient.



## ***The next Electrical Project Engineer will also...***

- ▶ Demonstrate knowledge regarding electrical theory, design parameters and applicable codes and regulations as applied to electrical utility distribution, transmission, generation, and telecommunication facilities.
- ▶ Be a well-rounded technical electric and fiber expert.
- ▶ Demonstrate a desire to continue to learn and grow.
- ▶ Have the ability to work independently on major engineering projects.
- ▶ Negotiate effectively with other departments and outside agencies.
- ▶ Effectively solve problems, think innovatively, address operational and environmental challenges, and create a culture of constant improvement.
- ▶ Prepare clear, concise technical and budgetary reports.

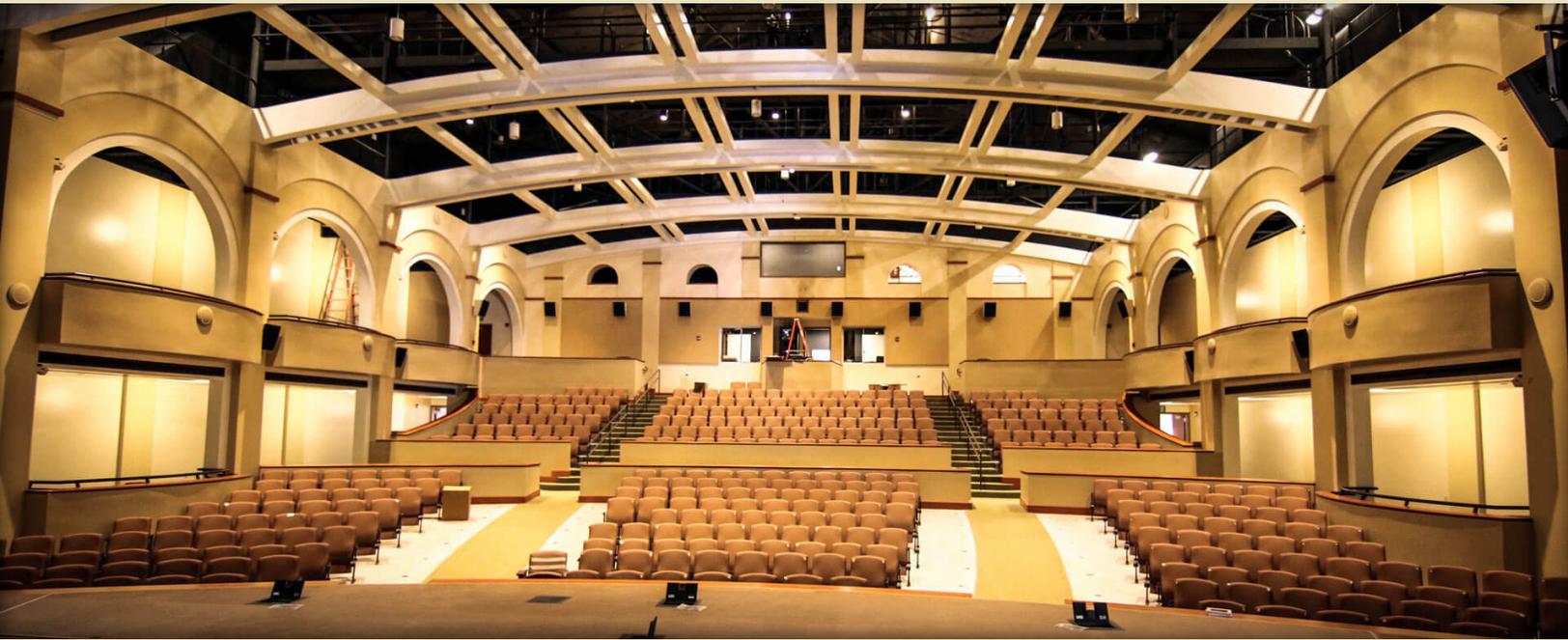


# CURRENT KEY PROJECTS + INITIATIVES

*The Electrical Project Engineer will be working on the following key projects:*

- ▶ Utilities Underground Conversion and Rebuild Projects
- ▶ **FIBER EXPANSION PROJECT:** Leverage and expand the fiber network to support a communications platform for Advanced Metering Infrastructure (AMI), Supervisory Control and Data Acquisition systems (SCADA), and wireless communications support for Public Safety and Utilities

To see other key projects this team is working on, visit: [www.cityofpaloalto.org/gov/depts/utl/eng/electric/projects/default.asp](http://www.cityofpaloalto.org/gov/depts/utl/eng/electric/projects/default.asp)



## MINIMUM QUALIFICATIONS

- ▶ Registration as a Professional Engineer in the State of California.
- ▶ Candidates with registrations from states maintaining reciprocity with California must obtain California registration within one year of employment.
- ▶ Sufficient education, training and/or work experience to demonstrate possession of the following knowledge and skills, which would typically be acquired through:
  - ▶ Bachelor of Science degree in electrical engineering (with power option or equivalent experience) *and*
  - ▶ Three years increasingly responsible electric utility engineering and project management experience.

# SALARY + BENEFITS

Annual Salary: **\$129,626 – \$159,120 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 \$2,260.00 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:** Fully paid Life and AD&D insurance equal to annual salary; voluntary supplemental life and AD&D plus Long-Term Disability Plan made available to employees at a cost to the employee.

**DEFERRED COMP:** Voluntary participation in a Governmental 457 Deferred Compensation Plan

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

**TUITION AND STUDENT LOAN REIMBURSEMENT PROGRAM:** Reimbursement up to \$1,500 per year.

**VACATION:** Three to five weeks of vacation leave annually depending on years of service per MOA.

**LEAVES:** 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

This position is open until the needs of the City are met, for first consideration **APPLY IMMEDIATELY** at: **[WBCPINC.COM/JOB-BOARD/](http://WBCPINC.COM/JOB-BOARD/)**

## SAVE THE DATES

Interviews will be ongoing as promising applicants apply.

Please contact your recruiter, Erica Greenberg, with any questions: **[erica.greenberg@cityofpaloalto.org](mailto:erica.greenberg@cityofpaloalto.org)**  
**650.329.2166**