

Title: Distribution System Operator I / II / Sr.

Job ID: 6085341

Location: PNM, Albuquerque, NM

Full/Part Time: Full-Time

Applications must be submitted by: **December 7, 2015**

NOTE: This is a series post. The position will be filled based on years of experience.

PREFERENCES

Distribution
Overhead / underground equipment
Substation electrician
Able to work shift and rotating schedules
ARCFM
SCADA
Trouble Management and Outage management Systems (TMS-OMS)
Radio Capacitor Control Systems (RCCS)
Switching Procedures

JOB DESCRIPTION -- Distribution System Operator I

SUMMARY:

Under direct supervision, coordinates and controls Company distribution assets on a minute-by-minute basis in a safe, reliable, and economic manner, while achieving and maintaining operating standards in compliance with all regulatory, industry, and applicable Company standards concerning standard operations, outage recovery, voltage levels, etc.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

Acts as the controlling authority for operating Company distribution systems

Responds to distribution disturbances within established areas and standards, to assure a continuous supply of electricity to customers

Documents and communicates all system situations, which could impact (positively or negatively) reliability and safety of Company power distribution systems

Develops and maintains an intimate working knowledge of Company distribution systems, and the guidelines and procedures associated with their operation and control

Coordinates distribution system outage restoration on a limited basis, depending on the situation

Performs special projects and responds to special requests from other Company departments as assigned

Notifies public affairs, service managers, dispatchers, and phone center personnel of major system outages and provides them with information to deal with internal personnel and external customers

Maintains reports to analyze system performance and uses this information to provide input to various departments

Helps set priorities for maintenance work

COMPETENCIES:

Ability to distinguish and identify different colors on a computer display (each color designates a different system status)

Basic knowledge of electrical theory and technical terminology of the electric power industry

Must have general knowledge of Company distribution system configuration and operation

Expand system knowledge by completing distribution system operator training programs

Basic knowledge of Company Sub transmission and/or transmission systems

Ability to tolerate the mental and physical rigors of constantly changing system conditions

Capable of quickly gathering and analyzing many complex variables, and making accurate decisions under severe time constraints (i.e., 15 minutes or less)

Basic knowledge of line reclosers, sectionalizers, fusing, and how they are utilized on overhead and underground systems

QUALIFICATIONS

MINIMUM EDUCATION AND/OR EXPERIENCE:

High school diploma or GED with five to seven years' experience, or equivalent combination of education and/or experience related to the discipline.

JOB DESCRIPTION -- Distribution System Operator II

SUMMARY:

Under direct supervision, coordinates and controls Company distribution assets on a minute-by-minute basis in a safe, reliable, and economic manner, while achieving and maintaining operating standards in compliance with all regulatory, industry, and applicable Company standards concerning standard operations, outage recovery, voltage levels, etc. Acts as a control authority for Company distribution systems (25kV and below for TNMP, or 12kV and below for PNM) by coordinating and directing switching, operation and maintenance of the distribution system; and serves as liaison and distribution control agent between other Company divisions.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

Acts as the controlling authority for operating Company distribution systems

Responds to distribution disturbances within established areas and standards, to assure a continuous supply of electricity to customers

Documents and communicates all system situations, which could impact (positively or negatively) reliability and safety of Company power distribution systems

Develops and maintains an intimate working knowledge of Company distribution systems, and the guidelines and procedures associated with their operation and control

Coordinates Distribution System outage restoration

Prepares or directs others in preparing all distribution switching procedures, ensuring that all safety and systems reliability concerns are addressed

Performs special projects and responds to special requests from other Company departments as assigned

Notifies public affairs, service managers, dispatchers and phone center personnel of a major system outages and

provides them with information to deal with internal personnel and external customers

Develops reports to analyze system performance and uses this information to provide input to various departments

Helps set priority for maintenance work

For PNM Distribution System Operations, provides competent shift relief in the Automated Distribution Business Center (ADBC)

COMPETENCIES:

Ability to distinguish and identify different colors on a computer display (each color will designate a different system status)

Knowledge of electrical theory and technical terminology of the electric power industry

Demonstrated intimate knowledge of Company distribution system configuration and its operation; and strive to maintain and increase this knowledge

Basic knowledge of Company Sub transmission and/or transmission systems

Ability to tolerate the mental and physical rigors of constantly changing system conditions

Capable of making firm and accurate decisions involving thousands of dollars under severe time constraints (i.e., in 5 minutes or less)

Ability to keep abreast of continuously changing guidelines and procedures, as well as occasionally developing procedures when new situations demand it

Ability to utilize computer systems to monitor the electrical distribution systems and effectively manage outages

In-depth knowledge of line reclosers, sectionalizers, fusing and how they are utilized on overhead and underground systems

In-depth knowledge of relative network and double radial systems

QUALIFICATIONS

MINIMUM EDUCATION AND/OR EXPERIENCE:

High school diploma or GED with seven to eight years' experience, or equivalent combination of education and/or experience related to the discipline.

JOB DESCRIPTION -- Distribution System Sr.

SUMMARY:

Under general direction, controls and operates the Company's transmission resources (voltage levels 46kV and above) and monitors the generation resources from a reliability perspective. Coordinates and matches firm and interruptible resources with load on a minute-by-minute basis in a safe, reliable, and economic manner. Achieves and maintains operating standards in compliance with all existing regulatory, reserve sharing-agencies, and company standards concerning spinning reserve, area control error, interchange schedule tagging, generator operation, disturbance recovery and inadvertent/deviation flow. Operates the transmission system, which includes responsibility for VAR flow, losses, maintaining acceptable voltage levels, monitoring of operating transfer capability, OASIS administration, maintaining positive operating nomogram margins, etc. Coordinates and directs switching operation and maintenance of the transmission system. Serves as PNMs liaison and balancing/transmission control agent between other balancing and/or market entities.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

Implements real-time actions, up to and including shedding firm load, to ensure stable and reliable operation of the Bulk Electric System

Responsible for ensuring compliance with the North American Electric Reliability Corporation Operating Standards and other regional standards

Directs all actions for safety and reliability of the electric grid, of any hosted entities, field crews, or merchant scheduling organizations operating within or using the company's balancing area in matters that affect electric grid reliability

Responds to requests by other utilities and wholesale marketers to use company-owned transmission system via OASIS and ERCOT protocols for transmission services

Administers FERC approved tariff rates and ensures compliance with strict Standards of Conduct and ERCOT protocols for transmission services

Operates the system on a minute-by-minute basis to match firm and interruptible resources to obligations, balance generation and transmission shares between utility companies/market entities, and verify metered flow quantities from PNM to other utilities

Responds to generation and transmission disturbances within established regulatory, industry, reserve sharing groups, and company standards to assure a continuous supply of electricity to customers

Maintains positive Nomogram Operating Margin/Operating Criteria and system voltages using complex system equipment in the most efficient and economical manner

Advises co-workers and management of normal and abnormal system conditions

Maintains reactive reserves and monitors Remedial Action Schemes (RAS) to ensure system reliability

Directs and guides junior staff members regarding system conditions and operational strategies

Documents and communicates to various groups, all company and inter-utility system developments that could impact the Company's inter-utility relationships or the security, reliability, and safety of the company's transmission system, or the ability to serve load

Monitors critical items, including Control Performance Standards, Operating Reserves, Operating Transfer Capabilities, Interchange Schedule Tags, Substation Facility/Equipment Status

Assists management derive and employ guidelines and procedures regarding the operation and control of the Company's transmission assets

Represents the Company in developing and enhancing working relationships with other utilities/market entities and various regulatory bodies, and accepts assignments on various inter-utility Operating and Engineering committees

Accepts assignments, in a leadership role, on various inter-utility Operating and Engineering committees

Provides input and feedback to operational entities and regulatory bodies regarding proposed legislation/recommendations as they relate to the operation of the transmission system

Performs special projects and responds to special requests from the System Operations Manager, Power Operations, and various other departments as assigned

COMPETENCIES:

Masters the real-time operation and control of the Company's transmission system and corresponding generation/power schedules used to serve native load

In depth knowledge of the Company's inter-utility power contracts and associated guidelines

Versatile knowledge of all aspects of control operation to cover shifts of absent employees in various functions

In depth knowledge of electrical theory and economic analysis

Strong sense of ambition, motivation, and confidence
Ability to work in a stressful and fast-paced environment

Ability to make sound judgments and crucial decisions in short amounts of time

Ability to recognize and initiate tasks without direction

Ability to understand and assimilate complex technical information

Must acquire 32 hours of emergency training annually

QUALIFICATIONS

MINIMUM EDUCATION AND/OR EXPERIENCE:

High School diploma or GED with sixty semester hours of college course work with an emphasis in math, statistics, basic electricity courses, accounting, and economics, or completion of apprenticeship training for control room operator, plant electrician, meter man, relay man, or electronic technician, with eight to ten years of experience, to include three consecutive years of annual North American Electric Reliability Corporation re-certification as a system operator, or equivalent combination of education and/or experience related to the discipline.

CERTIFICATES, LICENSES, REGISTRATIONS:

Must have and maintain the North American Electric Reliability Corporation System Operator Certification and the required continuing education hours. Failure to obtain/maintain North American Electric Reliability Corporation certification could result in disciplinary action, up to and including termination, in accordance with the PNMRs Positive Discipline policy.

SUPERVISORY RESPONSIBILITIES:

Reviews and authorizes release of work of lower-graded authorities. Provides and maintains operation guidelines and procedures for use by all staff. Guides and reviews team decisions during shifts.

SALARY RANGE

Distribution System Operator I

Salary Grade: G08

Minimum	Midpoint	Maximum
\$49,387	-\$65,438	-\$81,489

Distribution System Operator II

Salary Grade: G07

Minimum	Midpoint	Maximum
\$56,302	-\$74,600	-\$92,898

Distribution System Operator Sr

Salary Grade: G06

Minimum	Midpoint	Maximum
\$63,548	-\$85,790	-\$108,031

To apply go to www.pnm.com/careers and read a full job description, register, upload a resume and answer all posting questions. Deadline is no later than **December 7, 2015**

PNM Resources and affiliates are Equal Opportunity/Affirmative Action employers. Women, minorities, disabled individuals and veterans are encouraged to apply.