

CLASSIFICATION SPECIFICATION

FLSA:	EXP	Job Code:	ACV75570
Job Class Code:	800	Salary Schedule:	ASRRUTIL
EEO Category:	02	Grade:	21
Workers Comp Code:	9410		

Job Code Established:	11/16/71	Effective Date:	
Job Code Revised:	09/18/83	Effective Date:	

JOB CODE SERIES: Utilities Consultant Series

JOB CODE TITLE: UTILITIES CONSULTANT

HRIS TITLE: UTILS CONS

WORK DESCRIPTION: Conducts utilities plans reviews, construction inspections and compliance investigations in one of the following areas; gas/hazardous waste pipelines, water/sewer, telecommunications or electrical; conducts engineering studies of utility companies facilities and equipment to support determinations of appropriate rate base.

WORK ACTIVITIES: Reviews utilities construction plans and verifies that these are in accordance with designated specifications and other requirements.

Inspects construction in progress, to assure its conformance with specifications, agreements and established requirements.

Inspects natural gas facilities for code violations, forwards violation reports to supervisor.

Examines utility plans, design documents and facilities; performs engineering calculations, applies current codes and standards; subjects include transmission lines and systems distribution systems, transmission compression and gathering systems, regulator stations, switching stations, underground and aerial cable, central office equipment and microwave facilities; makes determinations and recommendations for approval or redesign.

Examines and reviews applications for construction of electric transmission lines, substations, switching stations and natural gas lines to determine adequacy and quality of materials submitted, including costs, design, operation, maintenance, environmental impact, skylining, noise, future loads, stability, reliability and need for the project; makes determinations and recommendations.

Examines design of water, wastewater and pipeline systems to determine design adequacy and conformance with standards and codes with respect to capacity, supply, demand, safety, economy and other operational factors.

Inspects sites of proposed utilities construction in order to review all factors relating to proposals and to confirm or verify data as presented.

Conducts field investigations relating to reported violations or irregularities in business or occupational practice; interviews complainants and others, examines evidence, recommends actions.

Examines and reviews operational and maintenance manuals to confirm their effectiveness and conformance to standards, regulations or laws.

Gives and receives information requiring considerable judgment and authority regarding current and specific business of the work unit by telephone or direct contact.

Composes detailed investigative or inspection reports.

Writes drafts of notices of violation or cease and desist orders and routes them for mailing to businesses or operations under regulation.

Performs related work as required.

WORK CONDITIONS: May be exposed to extreme weather conditions; frequent daily and/or overnight travel; on call 24 hours a day, seven days a week.

SUPERVISION: Under the direction of the Utilities Chief Engineering Analyst or the Utilities Consultant-Supervisor, exercises independent judgment within well established guidelines, policies and standards.

WORK RESULTS/PRODUCTS: Completed construction plan reviews; completed construction site inspections; completed annual inspections of existing facilities; established compliance standards; completed evaluations of construction costs and depreciation of facilities; completed training seminars.

RESPONSIBILITY: Timely and accurate completion of work projects assigned; scheduling and prioritizing work assignments, within established time frames.

AUTHORITY: Makes recommendations for the issuance of cease and desist orders; determines facilities compliance with established rules, regulations, policies and procedures; establishes compliance schedules.

KNOWLEDGE, SKILLS AND ABILITIES

Knowledge of: the principles and practices of engineering applicable to the area of assignment, as applied to the design, construction and maintenance of facilities and equipment used by utility companies; Federal and State statutes and agency rules, regulations, policies and procedures applicable to the regulation and compliance enforcement of utilities; investigation and inspection methods, procedures and techniques; the methods, procedures and techniques used in conducting utilities operator training seminars.

Skill/Ability to: analyzing and evaluating a wide variety of technical data, including construction plans, and engineering reports; identifying and resolving situations not in compliance with agency standards; interpersonal relations, as applied to contacts with representatives of utility companies, the public and other agency staff; the operation and maintenance of sensitive detection and monitoring equipment.

SPECIAL SELECTION FACTORS: A Bachelor of Science degree in engineering, one of the physical sciences or a closely related field may substitute for two years of the required experience, with the exception of the one year of specialized experience.