

JOB DESCRIPTION

POSITION: ENGINEERING SUPERVISOR

WORK GROUP: Management/Supervisory

FUNCTION:

This position plans, directs, supervises, and coordinates work related to the design, installation, construction, operation, repair, maintenance, and commissioning of all types of Distribution and Station equipment. The Engineering Supervisor plays a key role in the technical and financial planning of Distribution and Transformation Station assets. The Engineering Supervisor will direct Engineering Technicians and execute policies, procedures, and practices which support a safe, healthy, and efficient work environment.

ORGANIZATIONAL RELATIONSHIP:

- Responsible to the President and CEO.
- Works closely with internal departments and third-party service providers

RESPONSIBILITIES:

- Plan and build distribution and station infrastructure that will meet the needs of customers through efficient design, construction and maintenance;
- Develop and implement improved innovative methods in the design of the electrical system to promote efficiency of services and reduce costs;
- Capacity planning considering electrification, distributed energy resources and urban density;
- Certify design drawings, specifications, and standards as a Registered Professional Engineer in the Province of Ontario;
- Ensure compliance with Ontario regulations including Reg 22/04 and other provincial & municipal statutes as applicable and corporate standards;
- Directs the preparation of cost-effective construction packages, consisting of work orders, construction schematics, and bills of material;
- Continue to improve process flow to ensure communication of critical projects in coordination with internal departments;
- Accountable for safety performance, work quality, staff development and productivity within the Engineering Department;

- Manage employees in a unionized environment, including performance evaluation, work prioritization, work procedures, dispute resolution and discipline where necessary;
- Works closely with Operations (includes inventory planning levels) to ensure projects are completed in a safe, efficient, timely, and cost effective manner;
- Prepare tender/RFP/Q documents for contracted bids, reviews, evaluates and makes recommendations of successful tenderer;
- Collaborates with Finance to develop long range financial expenditure plans and budgets;
- Participates in the preparation of the Distribution System Plan and Cost of Service applications;
- Prepares departmental operating and capital budgets on an annual basis which will include estimating for major projects, equipment replacements, and resources;
- Implements expenditures for projects and programs according to OM&A and Capital budgets;
- Implement and improve the database and operational technology that facilitate the utility operation including Geographic Information System (GIS), Metering Technology and the Supervisory Control and Data Acquisition System (SCADA);
- Communicates clearly and regularly ensuring the engineering team has the information and resources to act in their roles effectively and efficiently;
- Prepare written reports on engineering activities;
- Other duties as assigned.

QUALIFICATIONS:

- A minimum five years of experience in an electrical engineering discipline involving design, construction, and commissioning of electrical equipment;
- Possess an in-depth knowledge of design standards and regulations pertaining to the electrical equipment area of expertise;
- Ability to interpret and implement technical specifications/standards;
- Communicate effectively and concisely, orally, electronically (e-mail), and in writing;
- Ability to analyze processes and articulate recommendations for improvements.

EDUCATION REQUIRED:

- University Degree in Electrical Engineering;
- Post or continuing educational courses in Management Studies and/or Business an asset.

LICENCES OR SPECIAL REQUIREMENTS:

- Professional Engineer designation (P.Eng.);
- Valid Class G drivers license with a clean abstract.