ALASKA ENERGY AUTHORITY **POSITION DESCRIPTION**

PCN	**08X229**
JOB TITLE	**TRANSMISSION ENGINEER**
LOCATION	**ANCHORAGE**
RANGE	**26**
REPORTS TO	**08X223 (PROGRAM MANAGER)**
FLSA EXEMPT	**YES**
REVIEWED BY: (NAME AND DATE)	**JIM MENDENHALL, NOVEMBER 2024**
APPROVED BY: (NAME AND DATE)	**ASHLEY HARRIS, NOVEMBER 2024**
EFFECTIVE DATE	**OCTOBER 31, 2024**

Position Purpose:

This position is responsible for overseeing engineering studies, field investigations, and the development of engineering design for the Alaska Energy Authority's owned assets and grant projects under the general guidance of the Federal Projects Director.

Essential Functions:

- Reviews and analyzes technical proposals, contracts, operations and management agreements, memoranda of understanding and similar documents.
- Manage legal contracts for project development with other parties.
- Collaborates with utilities, communities, Alaska Native groups, government agencies, and other local entities in developing projects with a focus on maximizing energy, local input, resources, and jobs.
- Provides technical and/or engineering subject matter expertise to Authority staff.
- Supervises project consultants in the design, construction, operation, and management of facilities that are or potentially will be owned/financed by the Authority in accordance with contractual and program requirements.
- Provides advice and technical assistance on matters relating to utility relocations, land acquisition, site control, land surveys, permitting, code compliance, variances, construction issues, start-up and commissioning, warranty, and operational issues.
- Initiates and reviews requests for proposal packages and solicits professional services such as architectural, engineering, cost estimating, environmental, marketing, and project management work.
- Administers professional services contracts through to completion of the projects.
- Develops high-level project cost estimates, budgets, critical path method schedules, and cash flow projections and supervises project consultants responsible for such project planning deliverables.
- Develops and prepares project reporting systems.
- Performs asset management of Authority owned properties.
- Other duties as assigned.

Work Demands:

The following identifies some of the physical and mental demands and potential hazards typically encountered by this position. These are job demands which can be *reasonably anticipated and are an expectation of the job*.

Keeping in mind the essential functional areas and duty statements described in section 2, select the rating that best matches the requirements of this position according to the following descriptions:

Rating	Description
Not Required (N):	**Not required** of this position.
Present (P):	Requirement **is** present but **is not** essential to the position. (For example, a receptionist may encounter aggressive or angry people, but this is not an essential assignment.)
Occasional (O):	Required 33 percent of the time or less **and** essential to the position. (For example, a lifeguard swims only occasionally, but it is essential that a lifeguard be able to swim; a correctional officer must control aggressive/angry people who are life threatening.)
Frequent (F):	Required over 33 percent of the time **and** essential to the position.

Physical Requirements:	**Rating**			
	N	**P**	**O**	**F**
Sitting		P		
Walking		P		
Standing		P		
Running	N			
Jumping	N			
Bending or twisting	N			
Squatting or kneeling	N			
Crawling	N			
Reaching above shoulder level		P		
Reaching below shoulder level		P		
Ascending or descending using a ladder or other conveyance	N			
Climbing stairs	N			
Driving cars, light duty trucks		P		
Driving heavy duty vehicles	N			
Using floor-mounted foot controls to operate equipment (e.g., not driving a car)	N			
Repetitive motion of hands/fingers (e.g., keyboarding, turning pages)				F
Fine manipulation with fingers				F

Pinching with fingers		P		
Grasping with hand, gripping		P		
Load, unload, aim, and fire handguns, shotguns or other firearms	N			
Lifting/carrying up to 25 pounds		P		
Lifting/carrying 26-50 pounds	N			
Lifting/carrying more than 50 pounds	N			
Pushing/pulling up to 25 pounds		P		
Pushing/pulling 26-50 pounds	N			
Pushing/pulling more than 50 pounds	N			
Balancing on moving surfaces	N			
Balancing on narrow surfaces	N			
Balancing on slippery surfaces	N			
Balancing on uneven surfaces	N			
Restraining/grappling with people in a public protection environment	N			
Seeing objects at a distance – when driving		P		
Seeing objects peripherally – when driving		P		
Using depth perception – when driving		P		
Seeing close work (e.g., typed print)				F
Distinguishing colors	N			
Hearing conversations or sounds				F
Hearing via radio or telephone				F
Communicating through speech				F
Communicating by writing/reading				F
Distinguishing odors by smell	N			
Distinguishing tastes	N			

Work Environment:	**Rating**			
	N	**P**	**O**	**F**
Work in/exposure to inclement weather	N			
Work in/exposure to cold water	N			
Work/live in remote field sites	N			
Work in confined areas (under desks, in heating vents, etc.)	N			

Exposure to dust, chemicals, or fumes	N			
Exposure to hazardous equipment (e.g., guns, chainsaws, explosives)	N			
Exposure to electrical current (not outlets)	N			
Swimming/scuba diving	N			
Work at heights up to 25 feet (e.g., towers, poles)	N			
Work at heights over 25 feet (e.g., towers, poles)	N			
Work in urban or highway traffic (other than driving)	N			
Work around moving machinery or mobile equipment	N			
Work around moving mechanical parts	N			
Work on and off moving equipment	N			
Work on slippery or uneven surfaces	N			
Work/travel in boat/small aircraft/helicopters	N			
Exposure to high noise levels	N			
Exposure to infection, germs, or contagious diseases (e.g., hospital, lab, clinic, etc.)	N			
Exposure to blood, body fluid, or materials potentially contaminated by blood or body fluids (e.g., hospital, lab, clinic, public protection environment)	N			
Exposure to needles or sharp implements (e.g., hospital, kitchens)	N			
Use of hot equipment (e.g., kitchen ovens, lab equipment)	N			
Exposure to wild/dangerous animals	N			
Exposure to insect bites or stings	N			
Exposure to aggressive/angry people in a public protection environment	N			

Other Work Demands	**Rating**			
	N	**P**	**O**	**F**

Explain any special physical, mental, or behavioral requirements of the position that have not already been addressed.

Describe the Level of Authority and Independence the Incumbent of the Position Exercises:
Review and analyze technical contracts and manage legal contracts on behalf of the Authority. They will also collaborate as the Agency representative with utilities, communities, Alaska Native groups, government agencies, and other local entities in developing projects. Supervises project consultants in the design, construction, operation, and management of facilities on behalf of the Authority, as well as perform asset management of Authority-owned properties.

Special Requirements of this Position, if not listed above:
N/A

Desired Qualifications:
Bachelor's degree in civil, electrical, or mechanical engineering or related field, and a minimum of 5 years of experience in engineering and project management. Master's degree in a related field may be used as substitute for two years of qualified experience. Licensure as a Registered Professional Engineer (PE) in the State of Alaska is preferred. Project Management Professional (PMP) certification or specialty certifications from the Construction Specifications Institute (CSI) such as Construction Documents Technology (CDT) or a Certified Construction Contract Administrator (CCCA) are preferred.

Distinguishing Characteristics:
(for flexibly staffed positions only – list differences between one level of the position to each other level)

Supervision:
(List PCNs and titles of positions this position supervises)