



PS-ENGINEER, CHIEF

CHARACTERISTICS OF WORK:

This is technical and administrative work in overseeing the engineering activities associated with regulation of the design, construction, operation, maintenance, and expansion of public utility services for any class of public utility including communications, electric, gas, water, and transportation. The employee reviews staff analysis and evaluation of technical data, documents, and plans submitted by public utility companies in conjunction with applications for initial and supplemental Certificates of Public Convenience and Necessity. The employee coordinates this technical analysis with corresponding efforts by accounting, financial, and legal personnel in order to fully safeguard the consumers' interests. The incumbent coordinates with the petitioner to secure legal descriptions sufficiently specific to enter into agency's Geographic Information Systems (GIS) database. Extensive guidelines are provided by federal and state laws, rules, regulations, and procedures supplemented by judicial interpretations and interpretations by administrative and technical superiors; however, the employee must use considerable judgment in the application of the appropriate guidelines to a variety of factual situations which differ from hearing to hearing. Work is evaluated by the administrative superior based on analysis of results achieved.

MINIMUM QUALIFICATIONS:

These minimum qualifications have been agreed upon by Subject Matter Experts (SMEs) in this job class and are based upon a job analysis and the essential functions. However, if a candidate believes he/she is qualified for the job although he/she does not have the minimum qualifications set forth below, he/she may request special consideration through substitution of related education and experience, demonstrating the ability to perform the essential functions of the position. Any request to substitute related education or experience for minimum qualifications must be addressed to the State Personnel Board in writing, identifying the related education and experience which demonstrates the candidate's ability to perform all essential functions of the position.

EXPERIENCE/EDUCATIONAL REQUIREMENTS:

Education:

A Bachelor's Degree from an accredited four-year college or university in Engineering, possession of a valid certificate of registration as a Professional Engineer from the Mississippi Board of Licensure for Professional Engineers and Surveyors, and a thorough knowledge of techniques and practices of public utility service and regulation and the ability to evaluate the same.*

Required Document:

Applicant must attach a valid copy of his/her Certificate of Registration as a Professional Engineer from the Mississippi Board of Licensure for Professional Engineers and Surveyors.

*Qualification set by statute under Section 25, Chapter No. 530, SB 2679 of the Laws of 1990.

PHYSICAL REQUIREMENTS:

These physical requirements are not exhaustive, and additional job related physical requirements may be added to these by individual agencies on an as needed basis. Corrective devices may be used to meet physical requirements. These are typical requirements; however, reasonable accommodations may be possible.

Light Work: May frequently walk or stand and/or frequently exert force equivalent to lifting up to approximately 10 pounds and/or occasionally exert force equivalent to lifting up to approximately 20 pounds.

Vision: Requires the ability to perceive the nature of objects by the eye.

Near Acuity: Clarity of vision at 20 inches or less.

Midrange: Clarity of vision at distances of more than 20 inches and less than 20 feet.

Far Acuity: Clarity of vision at 20 feet or more.

Peripheral: Ability to observe an area that can be seen up and down or left and right while eyes are fixed on a given point.

Depth Perception: Three-dimensional vision. Ability to judge distances and spatial relationships so as to see objects where and as they actually are.

Ability to adjust focus: Ability to adjust the eye to bring an object into sharp focus.

Color Vision: Ability to identify colors.

Speaking/Hearing: Possesses the ability to give and receive information through speaking and listening skills.

Taste/Smell: Possesses the ability to use the sense of smell to recognize and distinguish odors. Possesses the ability to use the sense of taste to recognize and distinguish flavors.

Motor Coordination: While performing the duties of this job, the incumbent is regularly required to sit; use hands to finger, handle, or feel objects, tools, or controls; and reach with hands and arms. The incumbent is frequently required to stand; and walk. The incumbent is occasionally required to climb or balance; and stoop, kneel, crouch, or bend.

COMPETENCIES:

The following competencies describe the knowledge, skills, abilities, and attributes that lead to a successful employee in this position. An applicant will be expected to exhibit these competencies or the ability to reach competency achievement within a specified time. These competencies are linked to the essential functions of the job. Employees in this position may be evaluated on these competencies as part of the performance appraisal system. Example behaviors are listed below each competency and are used for illustrative purposes only. Specific behaviors may be identified and included later by the hiring agency. It is understood that some of these behaviors might not be acquired until a reasonable time after hire. Failure of an employee to successfully demonstrate some or all of these competencies, as deemed important by his or her reporting official, may result in the employee being placed on a performance improvement plan. If after a reasonable period of time, usually three (3) months, the employee fails to demonstrate successful performance, the employee may be terminated. These competencies include, but are not limited to, the following:

PUBLIC SECTOR COMPETENCIES:

Integrity: Exhibits behaviors showing a strong internal personal commitment to fundamental principles of honesty and fairness dealing in all activities related to job performance.

Work Ethic: Is productive, diligent, conscientious, timely, and loyal.

Service Orientation: Demonstrates a commitment to quality public service through statements and actions.

Accountability: Accepts responsibility for actions and results.

Self Management Skills: Effectively manages emotions and impulses and maintains a positive attitude.

Interpersonal Skills: Shows understanding, courtesy, tact, empathy, and concern to develop and maintain relationships.

Communication Skills: Receives, attends to, interprets, and responds to verbal messages and expresses information to individuals or groups effectively.

Self-Development: Adapts behavior or work methods in response to new information, changing conditions, or unexpected obstacles.

TECHNICAL COMPETENCIES:

Technical Proficiency: Reads, comprehends, evaluates, interprets, and implements federal, state, and local laws, policies, mandates, and regulations relating to professional and technical engineering work in connection with public utilities services. .

Reads, evaluates, develops, and interprets technical documents and design drawings. Exhibits an understanding of, compliance with, and implementation of safety rules and regulations. Exhibits the ability to identify alternatives and make technical decisions. Recognizes the need for continued professional and technical development.

Engineering Oversight: Maintains knowledge of engineering concepts, principles, and practices in order to oversee the engineering activities associated with regulation of the design, construction, operation, maintenance, and expansion of public utility services for any class of public utility.

Ensures work is performed in accordance with modern principles and techniques of engineering and management. Oversees the review of construction plans, specifications, costs, and other data furnished in support of applications for initial and supplemental Certificates of Public Convenience and Necessity. Oversees all engineering investigations of utility services, facilities.

Technical Communication: Effectively conveys usable information through writing or speech about a specific topic to an intended audience; understands technical information related to the job.

Testifies and defends the results of engineering investigations. Assists in preparing questions for use in cross-examinations.

Evaluating Information to Determine Compliance with Standards: Uses relevant information and individual judgment to determine whether events or processes comply with laws, regulations, or standards.

Oversees the collection of utility operating data for analysis to determine adequacy of service provided and degree of compliance with Commission rules and regulations. Ensures federal and state laws, rules, regulations, and guidelines are followed. Ensures adherence to Public Utilities Staff policies and regulations.

Strategic Thinking: Applies a set of techniques for framing and solving problems which will create an advantage for the organization in the future.

Demonstrates the ability to analyze the organization's strengths, weaknesses, and responsibilities and develops objectives and strategies based on a long-term future perspective. Uses knowledge of the organization's business direction to set work priorities and focus on the most strategic issues/projects.

Professional Maturity: Possesses the capacities and aptitudes acquired by means of personal or professional experience, which enable functions to be fulfilled, and enables the incumbent to deal with situations in the workplace in a professional manner.

Is able to assess the situation and appropriately respond. Manages conflicts and defuses situations. Knows when to refer an issue to the appropriate level. Aligns personal behavior with agency standards. Responds appropriately to supervision and administrative decisions. Is able to work under and with authority and accepts decisions. Takes initiative to accomplish stated and unstated goals.

Engineering Investigation: Produces explanatory and descriptive documents for inclusion in reports and testimony in complex utility rate hearings.

Performs engineering investigations of utility services and facilities to ensure adherence to Public Utilities Staff policies, Public Service Commission's rules of practice and procedure, and rules and regulations governing Public Utility Service.

ESSENTIAL FUNCTIONS:

Additional essential functions may be identified and included by the hiring agency. The essential functions include, but are not limited to, the following:

1. Oversees the engineering activities associated with regulation of the design, construction, operation, maintenance, and expansion of public utility services.
2. Reviews technical policies, documents, and plans submitted by public utility companies.
3. Coordinates the flow of, reviews, and defends the technical analysis, evaluation, and result of engineering investigations.
4. Is proficient in mapping and GIS systems.

EXAMPLES OF WORK:

Examples of work performed in this classification include, but are not limited to, the following:

Oversees the review of construction plans, specifications, costs, and other data furnished in support of applications for initial and supplemental Certificates of Public Convenience and Necessity.

Oversees all engineering investigations of utility services and facilities to ensure adherence to Public Utilities Staff policies, Public Service Commission's rules of practice and procedure, and rules and regulations governing Public Utility Service.

Ensures the orderly flow of required engineering data to accountants, rate analysts, and economists engaged in the evaluation of rate applications.

Reviews all contracts executed by utility companies for new construction, extension or addition to its property.

Oversees the collection of utility operating data for analysis to determine adequacy of service provided and degree of compliance with Commission rules and regulations.

Reviews the preparation of new or revised technical policies and regulations for presentation to the Executive Director or the Public Utilities Staff and, when so directed, to the Commission.

Analyzes testimony of applicants appearing in rate proceedings and assists the General Counsel in preparing questions for use in cross-examination of witnesses.

Performs engineering investigations; produces explanatory and descriptive documents for inclusion in reports and testimony in utility rate hearings.

Testifies and defends under cross-examination results of engineering investigations completed or to be undertaken.

Uses online database of documents.

Compares submitted legal descriptions and survey to the GIS database.

Performs related or similar duties as required or assigned.

INTERVIEW REQUIREMENTS:

Any candidate who is called to an agency for an interview must notify the interviewing agency in writing of any reasonable accommodation needed prior to the date of the interview.