



POSITION TITLE:	Distribution Utility Designer	EXEMPT STATUS:	Non-exempt
DEPARTMENT:	Operations & Engineering	CATEGORY:	
LOCATION:	District Office 41630 W Louis Johnson Dr Maricopa, AZ 85138-5402	SALARY GRADE:	
REPORTING RELATIONSHIP:	Position will report to Director of Engineering & Operations	SUPERVISORY RESPONSIBILITY:	Position will not supervise at this time.

DEFINITION:

The position assumes a full scope of design and plan preparation for residential, mixed-use and some commercial land development projects. This will be done by communicating with general public and developers in order to gather information on the electrical need of the customer as well as coordinate with Director of Engineering & Operations. Designer then constructs drawings that will best serve the customer needs. Also requests permits from all necessary federal, state and local governmental entities.

JOB SUMMARY:

Responsibilities for this position include but are not limited to:

- Responsible for the electrical system design (including design contractors) process of projects.
- Provide assistance to, or directly act as the Project manager in support of the design and construction of new distributions facilities.
- Represent ED3 with developers, municipal and regional planning meetings (including documenting key discussions items and actions) Responsibilities include utility design and layout, geometry.
- Prepare construction documents and calculations coincident with designs
- Prepare construction document sets for submittal to proper reviewing and permitting authorities, and according to county, city, and/or state regulations and standards.
- Good working knowledge of regional zoning regulations and the approval process
- Be able to interpret and possess working knowledge of site civil engineering plan.
- Able to interpret a variety of instructions furnished in written, oral, diagram, or schedule form.
- Proficiently/efficiently utilize array of PC applications.
- Meet with new and existing customers in the field.
- All other duties as assigned.

ESSENTIAL QUALIFICATIONS:

- Must have strong oral and written communication skills to effectively communicate with customers, supervisors, peers, employees, state and local authorities and contractors.
- Clear and articulate verbal communication skills to convey critical information to the field via the phone and radio in normal and emergency situations.
- Must have ability to work with mathematical concepts such as probability and statistical inference, and fundamentals of plane and solid geometry and trigonometry. As well to apply concepts such as fractions,

percentages, ratios and proportions to practical situations.

- Distribution design and construction standards, knowledge of 12.47kV overhead and underground facilities
- Knowledge of, or ability to learn, specific mainframe and PC applications
- Must be self motivated.
- Must be able to work as part of a team or independently with equal quality and efficiency.
- Must successfully complete qualification test set forth in the training program given by ED3.
- Must be able to remain calm and coordinate multiple tasks in an active environment

• **SPECIAL REQUIREMENTS:**

- Sufficient training or on the job experience with AutoCAD software
- Understand and work with GIS functions or applications
- Sufficient job experience with Microsoft Outlook
- May be required to work outside their regular scheduled hours, to be available for emergency and/or additional work
- Possession of a valid Arizona Driver's license and satisfactory driving record as a condition of initial and continued employment

EDUCATION:

Associate's degree (A.A.) or equivalent from two-year college or technical school.

EXPERIENCE:

One year related experience minimum

PHYSICAL REQUIREMENTS:

- Must pass employment drug screening test and background check.
- Must be to remain stationary for prolonger periods of time
- Must be able to read color coded information
- Field work is required

WORKING CONDITIONS:

- Work in an office environment
- May be exposed to outdoor elements
- Some light lifting