

Salary Schedule	MOU	Benefits
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City of Alameda
Code No. 7760
Approved by C.S.B.
June 5, 1996

SYSTEM DISPATCHER

DEFINITION

Under general direction operates the electrical transmission and distribution systems and performs related work as required.

EXAMPLES OF DUTIES

1. Monitors the status of the transmission and distribution systems through the use of the Supervisory Control and Data Acquisition System (SCADA), meters and other equipment.
2. Coordinates switching activities on transmission and distribution systems with Bureau personnel, customers and power suppliers.
3. Initiates and issues switching orders and clearances in accordance with operating procedures.
4. Monitors and operates substation communications equipment.
5. Maintains continuity of service by analyzing system status and causes of system failures.
6. Maintains control of the electrical system, and safely dispatches appropriate personnel and equipment to correct routine system problems and restore electrical service during emergency conditions.
7. Provides detailed reports of system failures, disturbances and unusual conditions.
8. Maintains accurate telephone, radio and station logs.
9. Conducts routine inspection of station equipment.
10. Assists in training new system dispatchers.

EMPLOYMENT STANDARDS

Education/Experience

Any combination equivalent to education and experience likely to provide the required knowledge and abilities. A typical way to obtain the knowledge and abilities would be:

Education: Graduation from high school. Successful completion of a System Dispatch Training Program is desirable.

Experience: Three years of journey level experience with an electric utility:

- ! as a system operator or dispatcher OR
- ! performing substation maintenance OR
- ! performing overhead line construction and maintenance and underground residential distribution (URD) OR
- ! five years experience with an electric utility requiring knowledge of electrical transmission and distribution systems, equipment and operation.

Knowledge

Knowledge of the fundamentals of electricity; electrical power system equipment including power transformers, circuit breakers (SF6, oil and air), air switches and disconnects; safe work practices and procedures.

Ability

Ability to effectively operate electrical transmission and distribution systems; read and interpret electrical transmission and distribution maps and drawings; establish and maintain accurate records; prepare reports; maintain level of knowledge required for satisfactory job performance; communicate effectively; establish and maintain effective working relationships with employees and the general public and supervise, train and evaluate assigned staff.

(OVER)

EMPLOYMENT STANDARDS (continuation)

Special Requirements

Willingness and/or ability to work various shifts, including nights, holidays and weekends on a system operating 24 hours per day, 7 days per week. Freedom from color blindness. Normal hearing.

Other Requirements

Selected positions require possession of a valid California Driver's License and satisfactory driving record as a condition of initial and continued employment.