

**PUBLIC UTILITY COMMISSION OF TEXAS  
JOB DESCRIPTION**

<b>Classified Title:</b> Project Manager V Engineer VI	<b>Working Title:</b> Project Engineer Engineer
<b>Class Code:</b> 1562 2157	<b>Salary Group:</b> B28
<b>FLSA Status:</b> Exempt, Professional	<b>EEO Category:</b> Professional
<b>Division:</b> Infrastructure	<b>Supervisor:</b> Director, Engineering

**GENERAL DESCRIPTION:**

Perform highly advanced engineering work on a broad range of infrastructure issues. Work involves applying engineering principles to evaluate engineering and other technical issues to include identifying, analyzing, and providing recommendations or testimony regarding issues related to facility planning, construction, operations, and maintenance in the electric infrastructure issues. Work under limited supervision with extensive latitude for the use of initiative and independent judgment.

**ESSENTIAL FUNCTIONS:**

- Identify, analyze, and provide recommendations on issues relating to electric infrastructure planning, construction, operations, and maintenance, including service quality and facility need, cost, and siting.
- Prepare written testimony for filing in contested proceedings, including certificate of convenience and necessity; sale, transfer, or merger; complaint; fuel reconciliation; and rate proceedings; and defend testimony under cross-examination.
- Conduct investigations and prepare reports.
- Participate in or lead rulemaking and other projects.
- May participate in transmission planning activities conducted by electric utilities and the Electric Reliability Council of Texas, Southwest Power Pool, and Midcontinent Independent System Operator.
- Provide information regarding Commission policies and procedures to industry stakeholders, customers, personnel of the legislature, other government agencies, and the public.
- Participate in the Commission’s Emergency Management Response Team if needed.
- Stay up-to-date on technological advances and issues in the electric industry.
- Demonstrate a spirit of teamwork, offering positive and constructive ideas, encouragement, support to other members of the staff and team, and respond professionally to constructive feedback from others, while upholding the PUC’s mission and core values.
- Adhere to all PUC personnel policies and division procedures and perform other work as assigned.

**REQUIRED MINIMUM QUALIFICATIONS:**

**Project Manager**

- Project Manager V: Graduation from an accredited four (4) year college or university with a bachelor or post-graduate degree in engineering; Texas Engineer In Training Certification; **and** a minimum of six (6) years of full-time work experience performing electrical engineering related activities with an electric utility, electric cooperative or municipally owned electric utility **or** eight (8) years of full-time work experience performing electrical engineering related activities with an electric utility, electric cooperative or municipally owned electric utility.

**Engineer**

- Engineer VI: Graduation from an accredited four (4) year college or university with a bachelor or post-graduate degree in engineering; an active Professional Engineer (PE) License in Texas; **and** a minimum of six (6) years of full-time work experience as a licensed PE performing electrical engineering related activities at an electric utility, electric cooperative or municipally owned electric utility.

**PREFERRED QUALIFICATIONS:**

- Bachelor or post-graduate degree in electrical engineering.
- Texas Engineer in Training (EIT) Certificate.
- Experience as an expert witness in regulatory hearings.
- Work experience with a regulatory agency.

**KNOWLEDGE, SKILLS AND ABILITIES:**

Must possess required knowledge, skills, abilities, and experience and be able to explain and demonstrate, with or without accommodations, that the essential functions of the job can be performed.

- Skill in the use of personal computers, MS Office software, and other software programs.
- Skill in technical research and writing.
- Skill in preparing technical reports.
- Ability to handle pressure with providing testimony under oath.
- Ability to monitor and work on multiple tasks with varying time schedules and meet deadlines.
- Ability to interpret and apply the Commission's rules.
- Ability to train less experienced staff.
- Ability to assimilate and use diverse, complex information to advance the Commission's goals.
- Ability to communicate complex concepts orally and in writing.
- Ability to work efficiently independently, as a team member, or as a team leader, depending on the particular assignment.
- Ability to work harmoniously with Commission personnel, industry stakeholders, personnel of the legislature, other government agencies, and the public.
- Ability to attend work regularly and adhere to approved work schedule.

**TELECOMMUTING ELIGIBILITY:**

- This is a hybrid position and is eligible for telecommuting up to four (4) days a week but may require team members to come into the office for scheduled meetings, and there may be unscheduled requests with appropriate notice for any PUC business need.
- If approved to telecommute, must have a secure workspace with Internet service, ability to maintain a reliable consistent work schedule and be available for weekly meetings and group collaboration via Microsoft Teams and other applications during regular business hours.

**PHYSICAL AND COGNITIVE REQUIREMENTS AND WORKING CONDITIONS:**

The physical and cognitive demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations will be made if needed to enable individuals with disabilities to perform the essential functions.

This position primarily performs sedentary office work. It requires extensive use of computer, copiers, printers, telephone and requires communication with staff and the public. This position also requires cognitive abilities consistent with the essential functions and with the knowledge, skills and abilities; requiring the ability to learn, recall, and apply practices and policies. It requires the stamina to maintain attention to detail despite interruptions.

Work is performed in a standard office environment or secure telework space and requires:

- Regular and punctual attendance.
- Frequent use of personal computer, copiers, printers and telephones.
- Frequent sitting.
- Frequent work under deadlines, as a team member, and in direct contact with others.
- Occasional moving and lifting objects up to 10 pounds.