

GAS PLANNING ENGINEER I

JOB DESCRIPTION

Classification Responsibilities: A Gas Planning Engineer I under general direction, learns to perform the full scope of duties of a Gas Planning Engineer II through an on-the-job training program. Duties that are learned include: performing professional and specialized engineering work related to gas infrastructure planning, operations, and functioning of the City's natural gas systems. The primary responsibility of this classification is to ensure the short-term and long-term operational integrity by ensuring that there is sufficient capability within the natural gas distribution system to meet forecasted customer requirements. The incumbent learns gas system modeling for short-term and long-term planning using GasWorks software to perform system network analysis and learns to use this analysis to develop master plans, implement design improvements, and plans to meet immediate or near term needs as well as develop the City's Gas Master Plan for long-term requirements. This class will assist in setting gas system improvement priorities, prepare cost estimates, provide budgetary input related to planning, operations, and the function of short- and long-term design of the natural gas system; and develop material specifications for all materials used in the City's natural gas systems. This class performs related duties as required.

Distinguishing Features: The Gas Planning Engineer I learns to perform specialized engineering and technical work related to the planning, design, and operation of the City's natural gas system. The Gas Planning Engineer I classification differs from the Gas Planning Engineer II by the latter having significant gas planning and system modeling/design experience and a desirable registration in the state of Arizona as a Professional Engineer and performing more difficult and varied professional engineering work assignments, with minimal direct supervision. Employees in this class may progress by noncompetitive promotion to Gas Planning Engineer II upon meeting the specific criteria-based promotion requirements. This class is supervised by the Energy Resources Program Manager who reviews work through conferences, meetings, inspections and results achieved. This class is FLSA exempt-professional.

QUALIFICATIONS

Employee Values: All employees of the City of Mesa are expected to uphold and exhibit the City's shared employee values of Knowledge, Respect, and Integrity.

Minimum Qualifications Required. Graduation from an accredited college or university with a Bachelor's Degree in Civil, Mechanical, or Gas Engineering or related field.

Special Requirement. Must possess a valid Arizona Driver's License by hire date.

Substance Abuse Testing. None.

Preferred/Desirable Qualification. Experience in gas engineering or related work with a natural gas utility which may include interning is preferred.

ESSENTIAL FUNCTIONS

Communication: Communicates with the general public, City employees, vendors, management and consultants in order to ensure the operational integrity of the City's natural gas systems. Prepares written documents including letters, reports, and required state and federal documents with clearly organized thoughts, proper sentence construction, punctuation and grammar.

Manual/Physical: Monitors and evaluates gas systems components to determine compliance with prescribed operating and safety standards of the Arizona Corporation Commission and the Federal Department of Transportation. Detects sounds with working near moving traffic. Operates a City vehicle requiring a standard Arizona Drivers' License to drive to project sites and review fieldwork and proposed projects. Operates standard office equipment including personal computers, printers, and plotters. Monitors and evaluates gas system components to determine compliance with prescribed operating and safety standard in accordance to the Arizona Corporation Commission and Federal Department of Transportation's Pipeline and Hazardous Material Safety Administration's (PHMSA) regulations. Prepares reports and specifications for distribution to other City departments and the public. Meets scheduling and attendance requirements.

Mental: Plans improvements required to ensure the operational integrity of the City's natural gas system. Coordinates required improvements to be designed and constructed in a timely manner. Prioritizes Capital Improvements to fit into the short-term and long-term plans for the City's natural gas system. Coordinates work activities with other City departments, agencies and utility companies. Develops system procedures and policies. Conducts research and analyzes gas equipment and material. Performs mathematical calculations, statistical computations and cost analysis to calculate gas loads. Understands and interprets project plans, schematic drawings, layouts and other visual aids to plan and design necessary gas system improvements. Learns job-related material through on-the-job training and classroom instruction regarding gas system planning and design.

Knowledge and Abilities:

Knowledge of:

gas system planning and modeling;
natural gas systems, principles, practices and methods of operation; and
piping, meters, regulators and material common to a natural gas distribution system.

Ability to:

plan natural gas distribution systems;
perform gas network modeling of the City's natural gas system using GasWorks software;
review and interpret gas system designs plans;
provide information to developers, architects, engineers, City departments, and the general public on matters relating to the gas system;
prepare or oversee the preparation of routine and specials reports, including required state and federal documents;
estimate project construction costs;

establish and maintain effective working relationships with City personnel, consultants, utility company personnel and developers; and
research and analyze gas system materials.

The duties listed above are intended only as general illustrations of the various types of work that may be performed. Specific statements of duties not included does not exclude them from the position if the work is similar, related, or a logical assignment to the position. Job descriptions are subject to change by the City as the needs of the City and requirements of the job change.

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INCREMENTS 43-200

PAY GRADE: 51

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