



JOB DESCRIPTION

Job Title: Systems Operator I Position Number: 91-09
Incumbent: _____ Effective Date: July 2022
Status: One Year Term Pay Level 8 Bargaining Unit: X Yes _____ No
Supervisor's Title: Supervisor, SCC Department: Operations

SUMMARY

Participates as a member of the Systems Control Centre team to operate Yukon Energy's power grid. Designated as the Operator in Charge, responsible for the operation of all transmission, distribution and generation systems. Performs a range of activities to ensure the safe, reliable and efficient management of Yukon Energy's assets. Monitors and adjusts generation and transmission as required and forecasts potential system requirements to ensure adequate reserves. Works efficiently to restore the system following disturbances and outages. Point of contact for switching procedures and safe work protection permits for work being performed on all Yukon Energy assets.

DESCRIPTION

1. Safety & Compliance

- Adheres to the Corporation's high safety standards by following approved safety policies and procedures.
- Maintains the confidentiality of Corporation information.
- Adheres to all Corporation policies, procedures, and guidelines.
- Drafts, acquires approval, and executes switching procedures and issues safe work protection permits.

2. Technical & Analytical Expertise

- Learns and develops skills to become proficient in analyzing, directing, monitoring, controlling, and operating the power grid systems.
- Monitors, interprets, and reports on generation, transmission, and distribution systems using SCADA and direct communications.
- Operates the system efficiently according to generation schedules; reviews and forecasts generating requirements.
- Interprets mechanical/electrical diagrams, technical procedures, and electrical data.
- Ensures work scheduled on assets doesn't conflict with system requirements, licenses, or stability.
- Analyzes outage data to determine cause and completes reports.
- Records and reports system faults or abnormalities.
- Monitors water flow and reservoir levels, employing water management protocols.
- Works with applicable Microsoft Office and database applications.

JOB DESCRIPTION

3. Problem Solving & Decision-Making

- Initiates responses to restore the system after disturbances or interruptions.
- Acts as first point of contact in emergencies such as spills or outages, initiating responses and notifications.
- Reviews operational requirements and applies judgment to balance capacity, stability, and compliance.

4. Communication & Collaboration

- Establishes and maintains effective working relationships with third-party customers.
- Works with and assists internal departments and contractors, providing guidance as needed.
- Provides clear and accurate communication to internal and external customers, remaining calm under pressure and escalating when appropriate.

5. Professionalism & Continuous Development

- Maintains professional standards in all interactions.
- Develops skills continuously to remain proficient.
- Performs other related duties as assigned.

KNOWLEDGE, SKILLS, AND ABILITIES

- Power engineering, or journey electrical/mechanical/power line technician certification and several years related experience.
- Solid problem solving and analytical skills.
- Strong client service orientation with good interpersonal skills.
- Knowledge of Windows based software applications.
- A valid class 5 drivers' license.
- A valid first aid certificate.
- Ability to work in a team and diverse cultural environment.

WORKING CONDITIONS

The majority of work is performed in a normal office environment with periods of high stress due to multiple tasks and communication with numerous individuals. Support may be provided during these high stress periods.

These conditions increase during equipment breakdowns and outage situations. This position is required to work within a 12-hour rotating shift schedule including working on weekends, statutory holidays and night shifts, and includes periods of immediate stand-by coverage.