



JOB DESCRIPTION

Job Title: Systems Operator Position Number: 91-10

Incumbent: Vacant Effective Date: February 2026

Status: Permanent 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. Designated as the Operator in Charge, responsible for the operation of all transmission, distribution and generation systems rated 750V and above. Performs a range of activities to ensure the safe, reliable and efficient management of Yukon Energy's power grids. Monitors and adjusts generation, transmission, and water flows as required and forecasts potential system requirements to ensure adequate reserves and minimum flows are maintained. 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. Adheres to the Corporation's high safety standards by following approved safe working plans.
2. Learns and develops skills to become proficient and obtains the ability to analyze, direct, monitor, control and operate the Electric Generation and Transmission Systems routinely and during emergencies.
3. Monitors, interprets and reports on the generation and distribution systems and, as required, adjusts the operation of all generation units accordingly. This function is performed both by the use of SCADA system and also by communicating verbally to appropriate personnel. Includes monitoring and responding to plant alarms for all facilities.
4. Operates the system efficiently and accordingly to predetermined generation schedules. Reviews and forecasts potential system generating requirements to ensure both adequate on-line capacity and stand by reserve.
5. Interprets mechanical and electrical schematic diagrams; technical procedures and instruction manuals and analyzes electrical data.
6. Identifies issues in scheduling work on generation and T&D assets and acquires **red** supervisor approval to perform corrective action.
7. Operates applicable PC spreadsheet, word processing, and database applications.



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8. Establishes and maintains effective working relationships with third party customers contacted in the course of work.
9. Drafts, acquires approval and executes switching procedures and issues safe work protection permits for work being performed at all generating facilities and transmission/distribution lines.
10. Initiates the operational response to restore the system following a disturbance or interruption and completes outage reports. Analyzes data to determine cause of outage. Notifies the supervisor of large outages for support.
11. Records and reports system faults or abnormalities to supervisor and applicable department heads.
12. Computes water flow and maintains reservoirs at predetermined levels as per water licenses. Employs water management protocols such as ramp rates and ice cover procedures.
13. Works with and assists internal departments and contractors and provides guidance to others as required.
14. Provides clear and accurate communication to internal and external customers at all times. Remains calm when speaking to irate or angry customers and elevates their call to the Manager, Customer Service when appropriate.
15. Maintains the confidentiality of all Corporation information. Adheres to all Corporation policies, procedures and guidelines.
16. Other related duties.

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.



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WORKING CONDITIONS

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 and statutory holidays and includes periods of immediate stand-by coverage.