



JOB DESCRIPTION

Job Title: Supervisor, SCC Position Number: 91-01

Incumbent: Vacant Effective Date: June 3, 2024

Status: Permanent Pay Level 10 Bargaining Unit: X Yes No

Supervisor's Title: Director, Electrical Operations Department: Operations

SUMMARY

Provides direct supervision and team leadership to the Systems Control Operators. Provides training, technical advice and direction on the utility's system control center. Assists in the development of budgets. All work shall be carried out and properly documented in accordance with Yukon Energy's policies, guidelines, and procedures.

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1. Adheres to the Corporation's high safety standards by following approved safe working plans and worker administered and operator administered protection plans.
2. Provides leadership, direction and support to employees on matters related to the scheduling and assignment of work to ensure safe and efficient power systems operations.
3. Reviews and provides input to the forecasted loading requirements, creates the economic dispatch and stacking order, and ensures on a daily basis that peak loading requirements are met on the WAF and Mayo-Dawson grids and that all water license criteria are met.
4. Provides input into training needs and provides technical and troubleshooting assistance.
5. Works in conjunction with the other departments to provide information on faulty equipment, input to the capital work process, coordinate scheduling of maintenance and capital work, and define system criteria for any work performed on Yukon Energy's systems.
6. Provides recommendations and support in the preparation and planning of annual budgets with regular monitoring.
7. Develops a plan for human resource issues for supervised staff in accordance to corporate goals and objectives and follows up. Completes performance reviews of staff on a scheduled basis and renders disciplinary action where required.
8. Provides immediate response in emergency situations including power outages and equipment failures to identify and correct problems.
9. Develops outage reports following system events and provides accurate data for purposes of reporting.
10. Responds as part of the essential Emergency Preparedness Plan team to for all Yukon Energy's facilities.
11. Provides coverage on the SCC shift schedule.



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12. Maintains the confidentiality of all Corporation information. Adheres to all Corporation policies, procedures, and guidelines.
13. Develop and maintain an understanding of relevant regulatory requirements and standards.
14. Support coordination of emergency events and coordinate with external stakeholders.
15. Attend meetings with external organizations on behalf of Yukon Energy.
16. Other related duties.

WORKING CONDITIONS

Work is generally conducted in a normal office environment. Brief periods of travel may be required for meetings or site visits. When providing relief for systems operator's exposure to periods of high stress due to multiple tasks and communication with numerous individuals and may include working 12-hour shifts and periods of immediate stand-by coverage.

KNOWLEDGE, SKILLS, AND ABILITIES

- Journey industrial electrical certification, Powerline Technician, or power system electrical certification with extensive experience in power system control environment.
- Demonstrated leadership/supervisory skills.
- Proven oral, interpersonal and communications skills.
- Good organization and administrative skills.
- A proven track record and commitment to safe procedures and encouraging a safe work environment.
- Certification in WHIMS, TDG and rigging and hoisting.
- Computer skills to operate Windows software applications. SCADA programming would be an asset.
- Strong client service orientation with good interpersonal and conflict resolution skills.
- A valid class 5 driver's license.
- A valid First Aid certificate.
- Ability to work in a team and cross-cultural environment.