

# INDEPENDENT REGULATORY COMMISSION – DOMINICA

## JOB DESCRIPTION for the Utility Engineer

### I. REPORTING AND ORGANISATIONAL RELATIONSHIPS

**Department:** Regulations Department

**Reports to:** Executive Director

**Supervises:** N/A

**Liaises with:** **Internally-** Executive Director, Administrative Manager and Other Department Staff.

**Externally -** Utility Personnel, Government Departments, General Public

### II. JOB DESCRIPTION:

#### 1. Job Summary

The Engineer will work with others in the Regulations Division of the Commission. This Division is charged with the responsibility of reviewing the operations and tariffs of the electric utilities, to identify their revenue requirements to allow them to carry on commercially sustainable operations, while providing cost effective service to the consumers.

#### 2. Responsibilities

##### The Utility Engineer is required to:

1. Provide guidance and technical expertise that would assist in the authorisation of connection to the national grid;
2. Design prescription of technical standards for electrical installations and equipment;
3. Perform engineering investigations; recommend alternative courses of action; provide recommendations to assist in defining and resolving utility regulatory engineering problems; and provides guidance in all areas of technical regulatory engineering problems.

## ***JOB DESCRIPTION for the Utility Engineer***

4. Act as liaison on engineering matters, with other Commission staff, utility representatives, the public, and other utility regulatory Commissions, through the Commission's Management; and, maintain effective working relationships with those contacted in the course of the work.
5. Recommending engineering review policy; prepare engineering review policy and procedures manual; provide support to the coordination of the compilation of the engineering review portion of the IRC's annual report; assist in the preparation of the engineering portion of the IRC's budget.
6. Conduct research into and compile reports indicating the need for future expansion of electric generating facilities.
7. Provide support in the reviewing of the utility plans for electric generating, transmission, and distribution facilities that will help to determine the need, size, type, etc.
8. Provide ideas on the review of plans for electric generating facilities for licencing purposes.
9. Review state-of-the-art techniques for electric rate analysis that will assist in determining their suitability for use and provide feedback to Management.
10. Function as team member in the review of the utility's electric rate cases and review process.
11. Apply statutes, regulations, case law, contracts and other legal documents that are relevant to this function.
12. Testify in formal proceedings before the Commission, that involves engineering concerns, if and when required; and represent the Commission in a variety of utility regulatory forums.
13. Communicate effectively both orally and in writing, and preparation of well-documented comprehensive written reports.
14. Learn and apply regulatory and utility statutes and regulations, standards and accepted practices of utility service and safety of utility equipment and terminology, plant classifications, operations, and business practices; and apply engineering principles and practices.
15. Learn and apply methods and materials typical of utility construction and maintenance.
16. Plan, prepare and conduct investigations involving utility and customers/consumers; apply substantial judgment in solving regulatory issues; recognize irregularities in engineering equipment, systems, and data.
17. Performs related duties as may be required.

### **3. Knowledge, Skills and Abilities**

- Basic knowledge of engineering principles and practices.
- Knowledge of utility equipment and terminology, plant classifications, operations and business practices.
- Knowledge of principles and practices of utility engineering; current technological advances; forecasting methods; theories of depreciation and utility valuation, standards and accepted practices of utility service and safety; methods and material typical of utility construction and maintenance; standards and rules typical of public utility regulations.
- Knowledge of utility and business practices.
- Knowledge of all fields of utility engineering coming under the purview of the IRC.
- Ability to read, understand and apply statutes, regulations, case law, contracts and other legal documents that relate to the technical aspect of the energy sector.
- Ability to represent or testify in formal proceedings.
- Communicate effectively both orally and in writing, prepare well documented comprehensive written reports.
- Ability to learn and apply regulatory statutes and regulations, plant classifications, operations, and business practices; apply engineering principles; and maintain effective working relationships with those contacted in the course of the work.
- Ability to learn and apply utility engineering principles and practices, utility statutes and regulations, standards and accepted practices of utility service and safety; and learn methods and materials typical of utility construction and maintenance.
- Ability to plan, prepare and conduct broad investigations; apply substantial judgment in solving regulatory issues; recognize irregularities in engineering equipment, systems and data.
- Expertise in power-monitoring hardware and software, and the ability to work and understand utility equipment and terminology.