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Newmarket-Tay Power Distribution Ltd.

OPERATIONS TECHNOLOGIST

Job ID: OP-23-102

Newmarket-Tay Power Distribution Ltd. (NT Power) delivers power with pride to almost 50,000 customers within the Town of Newmarket, Town of Midland and Tay Township. Headquartered in Newmarket, Ontario, NT Power has an additional office in Midland, Ontario, which is approximately one hour north of Newmarket along the shores of Georgian Bay.

We are looking for a dynamic, highly motivated, and proactive Operations Technologist to join our team at our head office in Newmarket.

POSITION SUMMARY

Our Operations Technologists are responsible for planning, designing, operation and maintenance of the distribution system in accordance with established standards, good utility practice, codes, regulations, municipal by-laws and other applicable legislations. You will coordinate and apply applicable project management methodologies in the completion of projects assigned while providing support to the safe and reliable construction, operation and maintenance of NT Power distribution systems. This position will require you to participate in a rotational on-call/standby roster and report directly to the Manager of Engineering.

KEY RESPONSIBILITIES:

- Prepare designs, cost estimates, material lists and work order packages for various distribution system projects, in accordance with established standards, regulations and municipal by-laws.
- Provide project co-ordination, guidance, and problem-solving for stations, overhead and underground distribution systems and general service installations.
- Obtain all required permits, approvals and/or easements/right-of-way necessary for construction.
- Safely and reliably operate and control the distribution system utilizing SCADA systems and other tools to monitor and troubleshoot as necessary.
- Coordinate switching on the NT Power distribution system with the Hydro One Ontario Grid Control Authority and other LDCs as required.
- Support the generation of servicing agreements, "Offer-to-Connect" and draft plan comments for specific sites, outlining financial, construction, compliance and legal obligations.
- Attend or lead construction meetings and co-ordinate work between construction, inspection, customers and contractors to ensure timely, efficient, and cost-effective completion of projects.
- Perform routine site inspections.
- Prepare as-built construction drawings for Capital and O&M projects.
- Maintain accurate technical information records including compilation and timely update of engineering and other corporate information systems.
- Liaise with various stakeholders including internal staff, road authorities, government agencies, municipalities, consultants, contractors and customers.
- Supply technical and installation specifications to others, including utility personnel, customers, contractors, regulators, road authorities and consultants.





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- Perform in-service inspections on all substation equipment, prepare and maintain reports detailing all protection and control circuit operations, inspections, tests, repairs and maintenance performed
- Prepare and administer switching orders for station outages and schedules and oversees third-party maintenance and repair of substations
- Install and maintain substation communication systems including radios and RTUs
- Participate in the implementation of new software applications and systems, and assists in the maintenance and troubleshooting of new and existing software applications, databases and communications equipment (e.g., GIS, SCADA, OMS)

QUALIFICATIONS AND REQUIREMENTS:

- Graduate of at least a 3-year Electrical Engineering Technology program. Applicants for the position must be registered as a Certified Engineering Technologist with O.A.C.E.T.T. (or prove eligibility for registration). Preference will be given to those with a minimum of 5 years relevant experience.
- Experience with AutoCAD, SpidaCalc, QUADRA, MS Office, databases, SCADA and GIS systems including Survalent and ESRI will be an asset
- Working knowledge of USF Standards, CSA C22.3 No.1, CSA C22.3 No.7, Electrical Safety Code, Distribution System Code, Ontario Regulation 22/04 and other industry standards and regulations
- Applicants must have an excellent safety and attendance record and strong safety awareness.
- Must be highly motivated team player with strong interpersonal and communication skills to interact with both internal and external clients
- Must possess a valid Ontario Class G Driver license with a driving record in good standing.

Application Information

If you are interested in this position and meet the qualifications, please submit your resume by visiting our Careers page at <https://ntpower.ca/careers>.

We appreciate the interest of all candidates, however, only those selected for an interview will be contacted. Candidates are required to disclose NT Power employees who are immediate family members at the time of the interview.

The successful candidate will be required to obtain a criminal verification screening as a condition of employment.

APPLICATION DEADLINE FOR THIS POSITION: BY 4 P.M. MONDAY, FEBRUARY 13, 2023

Newmarket-Tay Power Distribution Ltd. is committed to fairness and equity in employment and our recruitment and selection practices. We encourage applications from Indigenous peoples, people with disabilities, members of sexual minority groups, members of racialized groups, women and any others who may contribute to the further diversification of our LDC community. Accommodation will be provided in all parts of the hiring process. Applicants need to make their requirements known in advance when applying through <https://ntpower.ca/careers>.

