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Quincy, Florida 32353-1679  
Quincy: (850) 627-7651



1640 West Jefferson  
Street  
Quincy, Florida  
32351-5679

## **Engineer**

Talquin Electric Cooperative, Inc. is seeking candidates for the position of Engineer at our headquarters located in Quincy, FL. The position requires a Bachelor of Science or Bachelor of Arts degree in Engineering. Candidates must be willing to successfully earn EIT certification upon being hired. The selected applicant must have strong public speaking, problem solving, and project management skills. Must also be willing to learn Talquin Electric Cooperative's engineering guidelines and practices, along with all National Electrical Safety Code (NESC) and Rural Utilities Service (RUS) construction requirements that both presently exist and may be developed or rewritten from time to time.

Requires a valid driver's license. Must be able to pass Cooperative physical examination as well as pre-employment drug screen and background check. Must live at a primary residence located within a 30 minute drive, as determined solely by management, of any Talquin Electric office facility.

### **RESPONSIBILITIES:**

- A. Perform duties in a safe, satisfactory, competent and timely manner.
- B. Develop plans for a reliable and economical electric system for both new construction and system improvement projects, including residential and commercial subdivision design.
- C. Provide accurate cost estimations using current labor rates and material pricing.
- D. Ensure proper transformer sizing and resource planning through evaluation of submitted load forms for large commercial accounts connecting to TECI's electric system.
- E. Coordinate plans for construction of electrical systems. See that all construction complies with RUS Specifications and meets NESC requirements.
- F. Establish and maintain electrical plant records, easements, maps, inventory sheets, staking sheets, territorial agreement maps, and records.
- G. Establish and maintain approved RUS work order procedures.
- H. Provide for and review work order construction inspection and follow up on any corrective measures required.
- I. Recommend changes in contracts, keep records of contracts on joint-use facilities billing for rentals, and keep records of payments.
- J. Establish and maintain records on substations, transmission lines, and contract documents.
- K. Utilize existing TECI distribution model to perform engineering analysis, such as fault current analysis, capacitor placement, motor starting, and voltage drop calculations.
- L. Facilitate all necessary permitting efforts (transmission, roadway, etc.) associated with new construction and system improvement projects.
- M. Inform management of engineering recommendations related to the electrical system requirements.

- N. Coordinate and design all necessary construction efforts associated with roadway projects throughout the TECI territory.
- O. Work with other Engineering and Operations staff to determine the most cost effective and safest means of electrical service for residential and commercial accounts.
- P. Coordinate with cross-functional teams for problem solving and process improvement in various aspects of the Cooperative's everyday business practices.
- Q. Responsible for support and operation of Supervisory Control and Data Acquisition (SCADA) system for TECI and TWWI.
- R. Assist the Engineering Supervisor with his or her daily technical and special assignments.
- S. Perform other duties as assigned.

Talquin offers an excellent benefits package and a compensation structure commensurate with qualifications and representative of the market. A cover letter and resume will be accepted until **5:00 p.m. on Friday, January 10, 2020.**

To apply, please send a letter and resume to: [humanresources@talquinelectric.com](mailto:humanresources@talquinelectric.com).

*An Equal Opportunity Employer  
All replies are confidential.*

TALQUIN ELECTRIC COOPERATIVE, INC.  
Quincy, Florida

POSITION DESCRIPTION

ENGINEER

I. MANDATORY REQUIREMENTS AND QUALIFICATIONS:

Requires a Bachelor of Science or Bachelor of Arts degree in Engineering. Must be willing to successfully earn EIT certification upon being hired. Strong public speaking, problem solving, and project management skills are requisite. Must be willing to learn TECI's engineering guidelines and practices, along with all NESC and RUS construction requirements that both presently exist and may be developed or rewritten from time to time.

Requires a valid driver's license. Must be able to pass Cooperative physical examination as well as pre-employment drug screen and background check. Must live at a primary residence located within a 30 minute drive, as determined solely by management, of any Talquin Electric office facility.

II. PHYSICAL REQUIREMENTS:

Either with or without reasonable accommodation, must be able to sit, stand, stoop, kneel, use hands and fingers to operate equipment including typewriters, computers, etc. Must be able to work seated or standing, as appropriate, at desk and counter height positions for extended periods of time. Must be able to lift and move supplies, equipment, etc. up to 15 pounds. Must be able to lift supplies, documents, records, etc. and place in proper storage compartments, some of which are overhead. Must be able to talk and hear at conversational levels. Specific vision abilities required by this job include close vision, peripheral vision, and ability to adjust focus.

III. OBJECTIVES:

- A. Support TECI's Mission and Value Statements, Strategic Priorities, and management team, in order to achieve strategic and corporate goals.
- B. Develop plans and processes that help to facilitate continuation of TECI's transition from a standard electric Cooperative to a smart-grid utility.

IV. RESPONSIBILITIES:

- A. Perform duties in a safe, satisfactory, competent and timely manner.
- B. Develop plans for a reliable and economical electric system for both new construction and system improvement projects, including residential and commercial subdivision design.

- C. Provide accurate cost estimations using current labor rates and material pricing.
- D. Ensure proper transformer sizing and resource planning through evaluation of submitted load forms for large commercial accounts connecting to TECI's electric system.
- E. Coordinate plans for construction of electrical systems. See that all construction complies with RUS Specifications and meets NESC requirements.
- F. Establish and maintain electrical plant records, easements, maps, inventory sheets, staking sheets, territorial agreement maps, and records.
- G. Establish and maintain approved RUS work order procedures.
- H. Provide for and review work order construction inspection and follow up on any corrective measures required.
- I. Recommend changes in contracts, keep records of contracts on joint-use facilities billing for rentals, and keep records of payments.
- J. Establish and maintain records on substations, transmission lines, and contract documents.
- K. Utilize existing TECI distribution model to perform engineering analysis, such as fault current analysis, capacitor placement, motor starting, and voltage drop calculations.
- L. Facilitate all necessary permitting efforts (transmission, roadway, etc.) associated with new construction and system improvement projects.
- M. Inform management of engineering recommendations related to the electrical system requirements.
- N. Coordinate and design all necessary construction efforts associated with roadway projects throughout the TECI territory.
- O. Work with other Engineering and Operations staff to determine the most cost effective and safest means of electrical service for residential and commercial accounts.
- P. Coordinate with cross-functional teams for problem solving and process improvement in various aspects of the Cooperative's everyday business practices.
- Q. Responsible for support and operation of Supervisory Control and Data Acquisition (SCADA) system for TECI and TWWI.
- R. Assist the Engineering Supervisor with his or her daily technical and special assignments.

S. Perform other duties as assigned.

V. RELATIONSHIPS:

A. Reports to: Engineering Supervisor

B. Directs: None

C. Coordinates or cooperates with:

1. Internal:

a. Director of Engineering and Operations- Keeps advised of the status of all applicable projects, and any departmental needs.

b. Staff and supervisory level- Coordinates work and plans and provides technical assistance, as required.

c. Supervisory level- Provides technical assistance on developments, as required.

2. External:

a. Developers, Members, and general public- Cooperates in every way possible to create and maintain harmonious relationships with developers, Members and the general public, including providing technical assistance, as required.

b. Engineers- Maintains contact with engineers of any Member, utility or firm that needs assistance.

VI. AUTHORITY AND ACCOUNTABILITY:

A. The Engineer is responsible to the Engineering Supervisor or his/her designee to perform the responsibilities within the scope of this position as required.

B. The Engineer shall be accountable to the Engineering Supervisor or his/her designee for the efficient performance of these duties.

C. The Engineer shall secure approval of the Engineering Supervisor or his/her designee in making decisions when policies are unclear, inadequate or require interpretation.

**Tracy A. Bensley** Digitally signed by Tracy A. Bensley  
Date: 2019.12.09 15:22:53 -05'00'

General Manager

12/9/2019

Date