

Title: Senior Electric Project Manager
PG: 78
Status: Non Civil Service
Position Reports to: Business Unit Director
Department: Lakeland Electric

Class Code: 2021
Date: 09/08

GENERAL DESCRIPTION OF CLASS:

The Senior Electric Project Manager is a senior professional person that has at least 20 years experience with Lakeland Electric. The position is responsible for providing knowledge and experience to coordination and direction of functions pertaining to the planning, construction, maintenance and operation of the Lakeland Electric power supply or transmission and distribution systems. The basic function is to provide leadership, experience, and direction necessary to ensure high quality, reliable cost effective and responsive energy supply and delivery to clients and customers in a manner that ensures the profitability of the respective Business Units.

ESSENTIAL FUNCTIONS:

1. Coordinates the development of long-range plans, objectives, strategies and policies for the Business Unit. Ensures that approved plans are implemented through the Department's budget process and is accountable for results.
2. Coordinates development and implementation of business strategy to remain competitive in the energy business. Develops innovative revenue enhancement and cost containment programs to ensure the profitable operations of the Business Unit.
3. Supports the development and recommendation of reliability criteria and performance standards. Plans for anticipated demands on system components and facilities to meet current and future demand and energy requirements. Supports the development of material and equipment standards for system design in accordance with established reliability criteria.
4. Serves as a member of the BUD's executive management team. As a member of the team, provides leadership or assist in the development of Lakeland Electric's overall objectives, goals and performance measures and assists in the resolution of inter-departmental disputes.
5. Coordinates the activities of the Business Unit including planning, construction, operation and maintenance of the Lakeland Electric systems in accordance with agreed upon action plans and objectives, and measures the performance of the unit against standards established relating to its operations.
6. Coordinates planning and operating activities with other Business Units and the Managers of Lakeland Electric support organizations to ensure that overall Lakeland Electric business objective are met.
7. Acts as a Projects Director on one or more projects as directed by the BUD.
8. Coordinates and recommends annual budgets, manpower plans, and staffing levels needed to carry out operating responsibilities to the BUD for approval.
9. May recommend personnel and compensation actions for subordinates to the BUD for approval.
10. For management development and succession planning purposes, may be asked to perform the duties of Business Unit Manager on a part-time or rotational basis with no adjustment in salary grade or compensation level.
11. As directed by the BUD, represents Lakeland in industry groups and associations, and local service organizations in matters relating to planning and operation of the electric system.
12. Supports the negotiation of contracts with outside entities to obtain essential products and services on a competitive basis.
13. Is appointed by and reports to the BUD.
14. Works closely with BUD Divisions and other BUD's and Division Managers.

ADDITIONAL RESPONSIBILITIES:

1. Performs related work as required.

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KNOWLEDGE, SKILLS & ABILITIES:

1. Extensive theoretical and practical knowledge of electric system planning and operations.
2. Theoretical and practical knowledge of business, finance and utility management practices.
3. Ability to plan and direct multiple and complex business functions in a dynamic political environment.
4. Effective negotiation, presentation, interpersonal and written and oral communications skills.
5. Ability to establish and maintain effective working relationships and provide leadership to create a working environment that will instill employee pride, morale, and commitment to service excellence.

WORKING ENVIRONMENT/CONDITIONS:

Requires sedentary work that involves walking or standing some of the time, exerting up to 10 pounds of force on a recurring basis, routine keyboard operations.

The job risks exposure to no significant environmental hazards.

The job requires normal visual acuity, and field of vision, hearing, speaking, color perception, sense of smell, depth perception, and texture perception.

QUALIFICATIONS (EDUCATION, TRAINING, AND EXPERIENCE):

1. Four (4) year degree from an accredited university or college in engineering. Must have and maintain appropriate professional certification.
2. Twenty (20) years of progressively responsible experience with Lakeland Electric, with at least twelve (12) years as head of one or more Lakeland Electric organizational units with responsibilities for electric systems planning, operations, engineering, construction or maintenance.
3. This position is under the direct control of the BUD and is not part of the normal advancement path. The BUD will consider the needs of the unit and the skill set and experience available within the department prior to filling the position should it become vacant. The position may be left vacant or under-filled at the discretion of the BUD.
4. Completion of City University Level two (2) or completion within twelve (12) months.

SPECIAL REQUIREMENTS:

1. Must possess and maintain a home telephone.
2. Must possess and maintain a valid state of Florida driver's license.
3. Be a currently licensed Professional Engineer in the State of Florida.
4. May be required to work overtime, or alternate hours, as necessary for the efficient operation of the department. Position may be designated as Mission Critical by Department Director.