



## JOB POSTING

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**Job Title:** System Engineer

**Location:** North/Kaufman

**Posting Date:** 07/22/2025 until 08/05/2025 5:00pm

### Summary

Direct, guide, or assist in engineering activities by applying technical knowledge, sound engineering judgment, and skill to ensure that the electrical system meets the present and future requirements and is rendering safe, efficient, and dependable service at the lowest possible cost.

### Role and Responsibilities

The following are the main responsibilities of this position. They are not intended to cover each aspect of the position as the scope of duties of a given position may change or be temporarily altered based on the business needs of the cooperative.

Within the limits of approved board policies, operating guides and procedures, assumes responsibility and has commensurate authority for the following activities:

- Responsible for assisting with the Cooperative's Long Range Engineering Plan and Two-year and Four-year Work Plan, by communicating with consultants, the Manager of Engineering, Manager of Operations, Chief Operating Officer and the General Manager/CEO.
- Works closely with the Manager of Engineering and the Manager of Operations to set priorities for construction of system improvements in the current Work Plan, constantly reviews the plan for needed modifications or additions and prepares Amendments as needed.
- Maintains records on primary underground cable faults, consults with Superintendents regarding associated problems, and assists the Manager of Engineering on making decisions on when and where to replace aging cable.
- Directs and/or assists engineering personnel in the preparation of plans and studies relating to sectionalizing, over current protection, device coordination, over voltage protection, voltage improvement, power factor correction, load balancing, and system reliability.
- Review information gathered from monthly substation readings, the SCADA system, engineering and operations personnel, and Cooperative members to pinpoint problems on the electrical distribution system.
- Assists in the design of power systems to serve subdivisions and large commercial customers to ensure that they are electrically and economically well designed and are in accordance with good engineering practices and R.U.S. specifications.
- Obtains estimates from consultants, contractors and/or vendors for needed services or assistance and seeks approval from the Manager of Engineering.

- Assists with development specifications, evaluating quotes and make recommendations regarding the purchase of power transformers, distribution transformers, voltage regulators, electronic reclosers, switching devices and equipment, underground cable, SCADA equipment, and other equipment or materials to be used.
- Consults with personnel to plan and implement alternate fee arrangements and switching operations to allow for voltage conversion, planned maintenance, and power restoration.
- Works closely with System Control to ensure that voltage reduction is properly performed during load control periods, that loads are monitored accordingly during peaks and/or alternate feed arrangements, that load data is accurately recorded, and problems are promptly reported.
- Provides recloser and fuse coordination, sectionalizing studies and review, voltage regulation and power factor monitoring; and voltage drop and load flow calculations.
- Responsible for loss testing and associated documentation and test reports for all newly purchased distribution transformers.
- Update and maintain primary device files including substation three-line diagram booklets.
- Assist with SCADA programming and hardware setup/maintenance as needed to keep our systems running. This may require working at the office or perform field work.
- Requires some supervisory responsibilities.
- Follow personnel and safety policies, procedures and regulations.
- Exercises a high degree of discretion and emotional control during periods of extreme stress in working with members, Board members, employees and other individuals, any of whom may be from diverse cultural backgrounds, and diverse socioeconomic backgrounds, as well as working with professional staff, regulatory staff, and oversight agencies.
- Regular and predictable attendance is an essential function of this position, with or without reasonable accommodation.
- Perform any other duties as assigned by the Manager of Engineering, Chief Operating Officer and/or General Manager/CEO.

### **Education**

Bachelor's degree in electrical engineering or related field is required. Texas licensed PE and Rural Utilities Service training is preferred.

### **Experience**

Five years of electric utility engineering with some supervisory experience is preferred.

### **Job Knowledge**

Must have an effective working knowledge of the National Electrical Safety Code (N.E.S.C.), National Electric Code (N.E.C.), Occupational Safety and Health Administration (OSHA) and Environmental Protection Agency (EPA) regulations.

### **Abilities**

Must be able to read, write and do arithmetic. Have the ability to effectively communicate with the public, membership and other employees in person, via telephone, two-way radio and email. Must have the ability to work in a professional manner with other departments, members and outside vendors. Must be proficient in the use of computers and software. If required to drive, must possess a valid driver's license and remain insurable by Cooperative automobile insurance carrier.

### **Working Conditions**

Must be able to work outside regular schedule to maintain operations as required. Will require travel within and outside the cooperative service area. Will work in normal office conditions and outdoors, being exposed to adverse conditions, such as extreme heat or cold, high winds and storms. May frequently be required to work in rough terrain, heavy underbrush, holes in ground, no or low lighting,

pets, wildlife, insects, and poisonous vegetation. Will use wheel, hammer, pliers and basic hand tools. Must wear approved clothing and required personal protective equipment.

### **Physical Requirements**

Will be required to stand, walk, sit, and use hands to finger, handle and feel. Frequently will be required to reach with hands and arms, stoop, kneel, crouch, crawl, talk and hear. Will frequently lift or move up to 25 pounds and occasionally lift or move up to 50 pounds. Specific vision abilities required include close vision, distant vision, color vision, peripheral vision, depth perception and the ability to adjust focus.

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This job description is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required of the employee for this job. Duties, responsibilities and activities may change at any time with or without notice.

Due to the nature of an electric utility, all employees are subject to working extended hours, holidays, nights, and weekends with or without notice.

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### **How to Apply**

- Internal candidates are to notify the Human Resources Department of their interest.
- External candidates may apply at any TVEC office, [www.tvec.net](http://www.tvec.net), submit resume and application to email addresses below:

Melissa Lewis  
[lewism@tvec.coop](mailto:lewism@tvec.coop)