



**STATE OF RHODE ISLAND**  
invites applications for the position of:

**ASSOCIATE PUBLIC UTILITIES  
ADMINISTRATOR FOR  
ENGINEERING AND PIPELINE  
SAFETY**

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<b>DEPARTMENT:</b>	PUBLIC UTILITIES COMMISSION
<b>DIVISION:</b>	Central Management
<b>OPENING DATE:</b>	12/21/20
<b>CLOSING DATE:</b>	12/30/20 11:59 PM
<b>SALARY:</b>	\$50.53 - \$58.06 Hourly \$91,963.00 - \$105,667.00 Annually
<b>PAY GRADE:</b>	00140A
<b>JOB TYPE:</b>	Non-Union (99)
<b>NAME OF BARGAINING UNIT UNION:</b>	Non-Union (99)
<b>LOCATION:</b>	89 Jefferson Blvd. Warwick
<b>SCHEDULED WORK DAYS: HOURS OF WORK</b>	Monday - Friday 8:30 Am - 4:00 Pm
<b>WORK WEEK:</b>	Non-Standard
<b>JOB NUMBER:</b>	2841-80300-00117
<b>CLASS DEFINITION:</b>	

**GENERAL STATEMENT OF DUTIES:** To be responsible for the management of the Engineering section at the Division of Public Utilities and Carriers (DPUC); to be immediately responsible for the engineering function and the gas pipeline safety activities of the DPUC; to coordinate Engineering programs with overall Division programs and activities; to evaluate and strive to consistently improve the effectiveness of these programs and their staff; to ensure that the state gas pipeline safety program is in compliance with federal Pipeline and Hazardous Materials Safety Administration (PHMSA) regulations for pipeline safety; to act as the Engineering manager of the DPUC; and to do related work as required.

**SUPERVISION RECEIVED:** Works under the general direction of the Deputy Administrator with considerable latitude for the exercise of independent judgement in technical and administrative matters; work is reviewed for conformance to policies and instructions.

**SUPERVISION EXERCISED:** Plans, assigns, oversees, supervises and reviews the work of the Engineering section staff; establishes work priorities and interprets policy.

**ILLUSTRATIVE EXAMPLES OF WORK PERFORMED:**

- To be responsible for the management of the Engineering section at the Division of Public Utilities and Carriers (DPUC); to be immediately responsible for the engineering function and the gas pipeline safety activities of the DPUC.
- To coordinate Engineering programs with overall Division programs and activities.
- To evaluate and strive to consistently improve the effectiveness of these programs and their staff.
- To ensure that the state gas pipeline safety program is in compliance with federal Pipeline and Hazardous Materials Safety Administration (PHMSA) regulations for pipeline safety.
- To act as the Engineering manager of the DPUC.
- To provide advice and information to subordinate staff concerning proper investigation methods of utility anomalies.
- To collect, analyze and review data and statistics for engineering studies.
- To ensure that regulated utilities maintain compliance with laws, rules, regulations and established engineering standards for operation.
- To perform a variety of complex and advanced engineering work in all utility matters to ensure effective and efficient utility operations.
- To coordinate investigations and evaluations of utility plant and equipment involving engineering-related problems such as determination of present adequacy of plant and equipment and current methods and means of delivery of services in order to insure efficient, continuous and safe services.
- To review staff evaluations pertaining to the construction of new facilities and maintenance/repair of existing facilities.
- To participate in investigations or determinations of utility compliance with state laws, accepted engineering standards of operations, and DPUC and PUC policies, rules and regulations.
- As directed, to assist the DPUC on engineering and policy matters at public meetings or state, regional and federal committees.
- To represent the Administrator at legislative, judicial, and other meetings and conferences.
- To coordinate engineering-related activities that represent the official agency position.
- To organize, compile and summarize all relevant engineering, statistical and technical data and findings utilized in support of DPUC positions.
- To act as Rhode Island DPUC's Pipeline Safety Program Manager liaison with United States Department of Transportation, PHMSA.
- To supervise enforcement of Dig-Safe laws and federal pipeline safety enforcement through an agreement with the U.S. Department of Transportation, PHMSA under Pipeline Safety Code of Federal Regulations CFR- Chapter 49 Parts §190-§199 and Part §40, inclusive (or any applicable successor provision).
- To act as the DPUC's Emergency Management Agency contact for all activations of Energy Support Function 12 (ESF-12) or other EMA activations; to coordinate continuous staffing during all emergency events.
- To design innovative approaches to problems in utility regulation.
- To be responsible for enforcement of laws and order of the Public Utilities Commission pertaining to electricity, gas, water, telephone and other public utilities.
- To organize and plan programs for the administration of new laws relating to public utilities.
- To answer inquiries of the public concerning rights and duties under these laws.
- To develop and coordinate a community education program intended to further acquaint the general public, including industrial, consumer, and student constituencies, with the purposes, concerns, operations and achievements of the DPUC.
- To receive and investigate engineering & technical complaints against public utility companies.
- To take necessary actions to have violators prosecuted and violations corrected.
- To advise utility companies about reports required and to examine these when received.
- To review correspondence and arrange for required attention or action.
- To coordinate study committees as assigned by the Administrator.
- To coordinate the activities of the division in preparation for rate hearings.
- To ensure all engineering and pipeline safety policy and/or procedure manuals are maintained and up-to-date.
- To complete training as directed by the agency.
- To prepare written reports as required.
- To testify at relevant hearings.

To do related work as required.

## **REQUIRED QUALIFICATIONS FOR APPOINTMENT:**

**KNOWLEDGE, SKILLS AND CAPACITIES:** A thorough knowledge of the laws, rules and regulations pertaining to the oversight of public utility companies; a thorough knowledge of the principles, practices and techniques required in conducting engineering assessments and reviews of public utility proposals; thorough knowledge of the principles, practices and techniques of utility engineering and the ability to apply such knowledge in the management of the Engineering section of the DPUC; the ability to plan, organize, direct, coordinate and review the work of a subordinate staff of professional, clerical and other personnel; a thorough knowledge of the fundamental principles and practices of engineering in each utility specialization and the ability to apply such knowledge to relevant engineering problems encountered in the construction, maintenance, repair and operation of a utility; the ability to direct and conduct field investigations and inspections relative to the engineering aspects of a utility operation to determine the adequacy of existing or the need for additional facilities and/or equipment; the ability to develop written reports and/or decisions based on research, data and testimony; the ability to review correspondence and prepare appropriate replies; the ability to establish and maintain effective working relationships with superiors, subordinates, public utility personnel and the public; and related capacities and abilities.

### **EDUCATION AND EXPERIENCE:**

Education: Possession of a bachelor's degree from a college of recognized standing in Civil Engineering, Mechanical Engineering, Electrical Engineering or a closely related field; and

Experience: A minimum of five (5) years of employment in a responsible supervisory position in the field of public utilities regulation including the analysis of the engineering components of public utilities proposals.

Or, possession of a master's degree in from a college of recognized standing in Civil Engineering, Mechanical Engineering, Electrical Engineering or a closely related field and a minimum of three (3) years of employment in a responsible supervisory position in the field of public utilities regulation including the analysis of the engineering components of public utilities proposals.

### **SPECIAL REQUIREMENTS:**

1. At the time of appointment and continually thereafter, must possess and maintain a certificate of a Registered Professional Engineer issued by the Rhode Island State Board of Registration for Professional Engineers and Land Surveyors as a condition of employment.
2. Within one (1) year of appointment, must successfully complete the Basic Gas Inspector Training Program and the Program Manager Training Program from the US Pipeline and Hazardous Material Safety Administration.

Class Created: December 20, 2020

**SUPPLEMENTAL INFORMATION:**

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## AMERICANS WITH DISABILITIES ACT (ADA) PROVISIONS:

- Reasonable Accommodations: If an applicant is unable to perform any essential job functions because of his/her disability but can achieve the required results by means of a REASONABLE ACCOMMODATION, then the individual shall not be considered unqualified for the position.
- Medical Information: Any medical exams required for this position will be performed after a conditional offer of employment has been made in accordance with the Rules/Regulations of the Americans with Disabilities Act (ADA).

CRIMINAL CONVICTIONS: Note: All interviewees will be required to complete a Criminal Record Supplemental Questionnaire (CS-14B) at the time of the first interview or anytime thereafter. Conviction is not necessarily a bar to employment. Each case is considered on its individual merits. Per RIGL§ 28-5-6(4), "CONVICTION means, for purposes of this chapter only, any verdict or finding of guilt after a criminal trial or any plea of guilty or nolo contendere to a criminal charge."

APPLICATIONS MAY BE FILED ONLINE AT:

<http://www.apply.ri.gov>

One Capitol Hill  
Providence, RI 02908

Position #2841-80300-00117  
ASSOCIATE PUBLIC UTILITIES ADMINISTRATOR FOR  
ENGINEERING AND PIPELINE SAFETY  
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[questions@hr.ri.gov](mailto:questions@hr.ri.gov)

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**ASSOCIATE PUBLIC UTILITIES ADMINISTRATOR FOR ENGINEERING AND PIPELINE SAFETY Supplemental Questionnaire**

1. At the time of appointment, must possess a certificate of a Registered Professional Engineer issued by the Rhode Island State Board of Registration for Professional Engineers and must maintain such certification as a condition of employment. Do you possess a certificate of a R. I. Registered Professional Engineer?

Yes    No