

**TPUC Utility Inspector 1**  
**Tennessee Public Utility Commission**

**Location: US-TN-Nashville**

**Base Pay:** Salary Range: \$4,737 - \$7,576/month

**Employee Type: Full Time (Regional remote workplace potential)**

**Industry: Public Utilities; Government**

**Manages Others: No**

**Req'd Travel: Yes – minimum 140 days**

**Relocation Covered: No**

**ORGANIZATION AND POSITION DESCRIPTION:**

The Tennessee Public Utility Commission (TPUC) is the regulatory body created by the General Assembly to provide general supervisory and regulatory oversight over all aspects of Tennessee's privately-owned telephone, natural gas, electric, water, and wastewater public utilities, and provides administrative and investigative support to the Underground Utility Damage Enforcement Board. The Commission also administers popular consumer assistance programs, like the Do Not Call and Do Not Fax programs and the Telecommunications Device Access Program. In addition, Commission personnel inspect approximately 40,000 miles of natural gas distribution and transmission lines that service over 1,356,000 customers in the state of Tennessee.

**POSITION SUMMARY:**

Under general supervision, is responsible for professional engineering work of considerable difficulty regarding public safety; and performs related work as required.

**Distinguishing features:** \*This is the training class in the TPUC Utility Inspector series. An employee would remain in this class for a minimum of 1 year unless incumbent has completed the minimum mandatory training. Employee in this position performs regulatory duties in natural gas pipeline safety or hazardous liquid products. This class is flexibly staffed and functions at the entry level. This class differs from TPUC Utility Inspector 2 position in that an incumbent of the latter functions in a working level without a supervising engineer.

At the direction of the Gas Pipeline Safety Director, the TPUC Utility Inspector is responsible for the following:

**Evaluating Information to Determine Compliance with Standards:**

Evaluates the adequacy of engineering design in accordance with gas pipeline standards, laws, rules, regulations, and policies; reviews applications, engineering reports, plans and specifications to ensure compliance with established design criteria and operations of facilities, systems, and equipment; enforces established state and federal (PHMSA) gas pipeline or other standards, laws, rules, regulations, and/or administrative policies and procedures, taking corrective action as warranted; inspects and evaluates operations, functions, and activities regulated by gas pipeline safety laws to ensure compliance with minimum operating standards.

**Resolving Conflicts and Negotiating with Others:**

Investigates complaints; develops corrective recommendations for identified problems, and if necessary, initiates legal action to effect compliance of established standards, laws, rules, regulations, or policies; monitors processes, materials, or surroundings; performs environmental investigation, remediation, and/or monitoring work, including sampling and evaluation of pollutants to determine compliance with environmental or other standards.

**Making Decisions and Solving Problems:**

Prepares or assists in the preparation of inspection reports using mathematical calculations or engineering experience and judgment; prepares documentation (supporting information regarding reports, required PHMSA submittals, guidance documents, etc.), in a concise and defensible manner, to ensure Agency's missions are met; analyzes available information/data, engineering plans and reports to ensure that the proposed solution meets regulatory and/or stakeholder needs.

**Determines whether non-compliance warrants an enforcement action.**

Educates personnel and other stakeholders in the operation of systems, equipment, and programs designed to reduce or eliminate threats to public safety caused by unacceptable practices; educates personnel and other stakeholders in the operation of systems to promote natural gas pipeline safety.

**Analyzing Data or Information:**

Analyzes engineering, operator documentation, and other information, such as monitoring records, site inspections, sampling data, etc., documents findings and implements appropriate actions; participates in developing best practices and engineering standards; participates in evaluation and effectiveness studies of safety practices performed by operators.

**Communicating with Supervisors, Peers, or Subordinates:**

Exhibits effective writing skills, including proper grammar and structure when communicating with supervisors, peers, or subordinates; provides effective communication to supervisors, peers, or subordinates by telephone, email, verbally, etc.; builds consensus among peers, subordinates, and supervisors in order to further the agency's mission and goals.

**Inspecting Equipment, Structures, or Material:**

Conducts inspections of equipment, structures and/or material, to ensure proper installation, maintenance, and/or operation; evaluates performance of equipment, structures, and/or materials.

**Communicating with Persons Outside of Organization:**

Ensures all internal and external customers receive service in a timely, professional and knowledgeable manner, so as to meet the department mission; exhibits effective writing skills, including proper grammar and structure when communicating with persons outside the organization; participates in legal proceedings, as needed; schedules and/or participates in public meetings, public hearings, community groups, etc. as required; provides high-quality outreach, distribution of information, and technical assistance to stakeholders; coordinates with local, state, and/or federal agencies, and/or non-governmental organizations, for consultations and/or joint projects; uses tools, such as Geographic Information System (GIS), etc., to inform and educate stakeholders and improve or maintain public safety as it regards to transporting natural gas.

**Provide Consultation and Advice to Others:**

Provides assistance in responding to incidents; provides technical assistance to regulated operations and other stakeholders having potential compliance and safety issues and/or gas pipeline impact; provides regulatory updates to stakeholders; responds to environmental or other requests/inquiries.

**Interpreting the Meaning of Information for Others:**

Interprets the meaning of findings and results (e.g. site inspections, permits, lab results, etc.), for stakeholders; communicates and/or presents interpretation of regulations, policy, guidance, etc. to stakeholders.

**Processing Information:**

Compiles, processes, and reviews technical information (records, engineering plans and reports, data, operational plans, enforcement action requests, etc.); manages data, as designated, to meet agency requirements; calculates applicable fees based on data and engineering design.

**Organizing, Planning, and Prioritizing Work:**

Implements grant-funded projects (federal, state, local, etc.), including planning, researching, field work, data management, report writing, and public outreach; schedules work to address responsibilities such as writing and reviewing permits and/or reports, inspections, tasks, directives, correspondence, etc.; prioritizes work assignments, daily, to ensure goals are met or exceeded.

**Documenting/Recording Information:**

Prepares and/or maintains records and reports of work activities, contacts, and meetings; reviews, conducts and/or oversees environmental surveys, inspections, inventories or monitoring; performs research on regulatory information sources, to provide assistance and stay current with local, state, and federal standards and/or procedures; obtains and receives technical information (records, engineering plans and reports, data, operational plans, enforcement action requests, etc.); searches for entities that should be regulated, to identify and inform those that need to be brought into compliance.

**Performing General Physical Activities:**

Performs physical activities such as walking on uneven terrain, wading in water, climbing, lifting, operating equipment (water or soil sampling), etc.

**Performing Administrative Activities:**

Ensures all activities, contacts, and meetings are properly documented and documentation is appropriately filed; distributes documents to appropriate parties, to ensure proper routing; recognizes and coordinates interpretation or translation services, as needed; completes required documentation for travel and/or field use of vehicle (i.e. mileage logs, travel time, vehicle inspection checklist, etc.); ensures files are managed according to the Records Disposition Authorization (RDA).

## **EDUCATION REQUIREMENTS & QUALIFICATIONS:**

Graduation from an accredited college or university with a bachelor's degree in engineering or similar field and experience equivalent to two years of full-time professional environmental engineering work.

**SUBSTITUTION OF EXPERIENCE FOR EDUCATION:** Qualifying full-time increasingly responsible experience in the natural gas industry or compliance/audit experience may be substituted for the required education on a year-for-year basis, to a maximum of four years.

**SUBSTITUTION OF EDUCATION FOR EXPERIENCE:** Graduate course work received from an accredited college or university in engineering may substitute for the required experience on a month-for-month basis to a maximum of one year (e.g., 24 graduate semester hours or 36 graduate quarter hours in engineering may substitute for one year of the required experience).

**Substitution of Professional Registration for the Required Education:** Registration as a professional engineer with the State of Tennessee may substitute for the required bachelor's degree.

Interested applicants should submit a resume, cover letter, and salary requirements by email to: [Bryce.Keener@tn.gov](mailto:Bryce.Keener@tn.gov) . All email submission *must* include the subject line: TPUC Inspector opportunity

*Pursuant to the State of Tennessee's Workplace Discrimination and Harassment policy, the State is firmly committed to the principle of fair and equal employment opportunities for its citizens and strives to protect the rights and opportunities of all people to seek, obtain, and hold employment without being subjected to illegal discrimination and harassment in the workplace. It is the State's policy to provide an environment free of discrimination and harassment of an individual because of that person's race, color, national origin, age (40 and over), sex, pregnancy, religion, creed, disability, veteran's status or any other category protected by state and/or federal civil rights laws*