

**State of Washington
Utilities and Transportation Commission
invites applications for the position of:
Chief Pipeline Safety Supervisor**



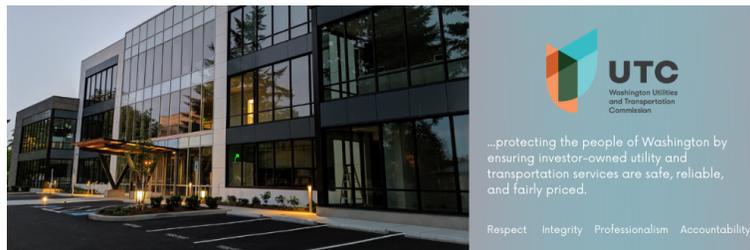
SALARY: \$6,691.00 - \$8,782.00 Monthly

OPENING DATE: 11/21/21

CLOSING DATE: 12/03/21 11:59 PM

DESCRIPTION:

**WASHINGTON UTILITIES AND TRANSPORTATION
COMMISSION**



**Respect. Professionalism. Integrity. Accountability.
Help protect the consumers of Washington state!**

Per Governor Inslee's' [Proclamation 21-14 \(Download PDF reader\)](#) state employees must be fully vaccinated prior to first day of employment. *Vaccine status will be verified by Human Resources **prior to your first day of employment**.* Please reach out to Mandy Garcia at Mandy.Garcia@utc.wa.gov if you need information on medical or religious accommodation.

The Washington Utilities and Transportation Commission (UTC) is seeking an experienced individual to supervise a statewide program of pipeline safety inspection and investigation program. Establish annual work plans consistent with federal regulations, the risk assessment of pipeline facilities and in coordination with direction from the US DOT Pipeline and Hazardous Materials Safety Administration (PHMSA). This position provides policy guidance to the Pipeline Safety Director on state and federal rule makings, company filed petitions, program goals and strategic planning. Works with the Pipeline Safety Operations Manager in submitting annual PHMSA certification progress reports and other program related operational matters.

This recruitment will remain open for a minimum of seven days. First review of applications is expected to occur on November 30, 2021. It is in the applicants' best interest to submit their application materials as early as possible.

The hiring manager reserves the right to make a hiring decision at any time. This job posting may be closed at any time without notice.

About the UTC and Employer Initiatives

The UTC regulates the rates, services and practices of private or investor-owned utilities and transportation companies.

The UTC is continually recognized for its excellence and integrity as a utility and transportation regulatory agency, as we challenge the status quo and ourselves.

At the UTC, we recognize that our employees are the key to the agency's success. We are committed to our work but value the balance with our personal lives. We demonstrate our commitment to employees by providing an environment that stimulates professional growth, continued learning opportunities, offers meaningful work and a comprehensive benefits package. For more information about benefits, please visit <http://www.utc.wa.gov/aboutUs/careers/Pages/Working-at-UTC.aspx>.

The UTC is a great place to work and has implemented several, and is developing additional, initiatives that create a

great working environment, including:

- We have **modernized our workplace** with workspaces that promote creative thought, innovation, and collaboration among co-workers, and improved building security and employee safety. In response to the COVID-19 pandemic, the UTC has supported extensive telework arrangements across the agency.
- We support a **healthy work/life balance** by offering flexible/alternative work schedules and mobile and telework options. (Depending on job duties).
- We have a formal **mentoring program** to provide and encourage employee growth and development, while also promoting informal mentoring relationships and sharing of knowledge across the commission.
- We have an **infant at work program** that supports families and takes into account employee needs, challenges, contributions and objectives.
- We have an engaging **wellness program** which focuses on all nine elements of wellness: spiritual, physical, social, environmental, occupational, emotional, intellectual, nutritional, and financial. The UTC has received the state's Zo8 award the past five years for our achievements in building a sustainable wellness program. We also have on-site shower rooms/lockers with close proximity to several fitness centers in the area.
- We have a comprehensive **continuous improvement program** focused on using Lean tools and principles to solve problems and continuously improve work processes.
- We use a structured, data-driven **Lean Management System** methodology to manage the core work and key initiatives of the commission and provide employees with a clear line of site from their daily work to the agency level key goals, outcomes, and core processes.
- We value diverse perspectives and employ people of all backgrounds. We are actively involved in promoting **diversity, equity and inclusion** within the UTC by way of a cross-divisional, collaborative committee. The focus of the committee includes employee engagement and education; reinforcing UTC values; and maximizing the value of diversity and identifying strategies for inclusion.

For more information about the UTC, see our website www.utc.wa.gov – or visit www.twitter.com/wautc and www.facebook.com/wautc.

DUTIES:

- Plan, lead, organize and control the program's pipeline inspection and pipeline incident investigation program. Lead, teach, coach, and mentor direct reports to ensure high standards of performance. Develop and maintain inspection policies, procedures and best practices.
- Develop annual inspection work plans for both intrastate and interstate pipeline systems.
- Routinely accompany inspectors during select inspections to ensure quality and consistency.
- Ensure that all inspections are completed timely with accuracy and consistency.
- Build and maintain effective working relationships with pipeline operators, PHMSA and other federal, state, and local agencies.
- Participate with and provide guidance to program staff to ensure compliance with PHMSA state standards and other requirements.
- Participate in the development and maintenance of program metrics and lead data analysis effort in assuring that the program's inspection plans most effectively and efficiently address the pipeline safety risks statewide.
- Participate and lead in rulemaking efforts, task groups, training opportunities and other duties as assigned to further enhance the pipeline safety program.

QUALIFICATIONS:

- Bachelor's degree from an accredited engineering program or experience deemed equivalent to said degree.
- Experience in the construction, operation or maintenance of hazardous liquid or gas pipeline facilities shall be considered equivalent experience.
- Experience as a state or federal regulator of pipeline operators shall also be deemed equivalent.

Although not required, preference may be given to candidates who have the following desired qualifications:

- Demonstrated leadership skills and program-level decision making experience in dynamic environments.
- Extensive knowledge of state and federal pipeline safety regulations and experience applying these regulations to the operational practices of gas and liquid pipeline companies.

Demonstration of UTC Values and Core Competencies

- **Respect:** We treat every person and interaction with consideration and goodwill.
- **Professionalism:** We are committed to excellence in our work and conduct.
- **Integrity:** We do the right things for the right reasons- trusting others to do the same.
- **Accountability:** With courage, we hold ourselves and each other accountable for exhibiting respect professionalism, and integrity.

General Competencies expected of all UTC Employees:

- **Customer Focus** – Responsive to both internal and external customers. Works with customer to identify needs; assumes responsibility for own role in meeting those needs. Ensures commitments to customers are met. Receptive to customer feedback.
- **Results Focus** – Accepts personal accountability for individual results or share of team results. Manages workload and interpersonal relationships to achieve results; prioritizes tasks appropriately, overcomes obstacles, works with others as necessary, and meets deadlines and quality standards.
- **Communication Skills** - Demonstrates communication skills (reading comprehension, writing, listening, speaking) appropriate to the position. Shows respect and courtesy in interpersonal communications.
- **Adaptability/Flexibility** - Open to new ideas. Responds constructively to change and stressful situations. In consultation with supervisor, adjusts plans to meet changing needs.
- **Self-Development** – Demonstrates proactive learning. Keeps knowledge and skills up to date. Solicits and accepts constructive feedback. Seeks developmental assignments to improve skills. Turns challenges into learning opportunities.
- **Continuous Process Improvement** – Uses Lean tools and principles to continuously identify improvements, solve problems, and improve work processes. Participates on process improvement projects/teams. Actively engages in section/division huddles and incorporates visual management into daily work.

Equity, Diversity, Inclusion, and Anti-Racism

- Actively participates in antiracist self-examination and trainings.
- Possesses ability to identify and actively combat racist policy to achieve equitable outcomes.

As a leader this position is expected to model the UTC's leadership principles:

- **Set the Example:** Hold yourself and your colleagues accountable to act and manage according to the commission's values and management principles. Seek feedback from team members and other managers. Always treat everyone with respect; remember your rank makes your voice louder. Actively support management decisions, even if you do not fully agree with them. Respect management and personnel confidentiality. Demonstrate professional support to members of the management team
- **Strengthen Others:** Be a coach. Provide new work experiences to develop needed knowledge and skills. Ensure each team member gets training and appropriately applies that training on the job. Reward the behavior you want repeated. Foster accountability for both individuals and the team. Encourage a culture and practice of continuous improvement. Delegate. Explain the requirements of key laws and rules, agency policies, and the contract with the Federation. Create an environment in which individuals and the team can experiment and take risks
- **Strengthen Yourself:** Successful leaders are intentional about their own personal development. They acknowledge that to effectively strengthen others, they must be on a growth trajectory, strengthening themselves. Chart a course for your own personal development. Identify and pursue areas of growth, recognizing the learning process is ongoing, a result of self-discipline and perseverance. The goal is to improve over time, building on prior progress
- **Recognize Contributions:** Set clear expectations and challenging but attainable goals. Provide ongoing, timely, and constructive feedback, complete timely performance appraisals. Recognize contributions and successes. Say thank you, often and with sincerity. Be thoughtful. Celebrate accomplishments in public. Have fun together. Participate in organizational events

- **Foster Collaboration and Inclusion:** Foster trust and respect within your section and between your section and others. Share information and resources across section and division lines. Develop cooperative goals and roles. Structure projects to promote joint efforts.
- **Envision the Future:** Develop and communicate a long-term vision for your industry or program that is consistent with the commission's vision and direction. Help others see how their interests and the vision are aligned. Balance short and long-term goals. Demonstrate an awareness of external environment and trends.
- **Manage Your Program:** Take steps to understand customer needs, be responsive to those needs, and ensure you and your team meet all commitments to customers. Consistently and appropriately apply administrative policies to section operations and personnel. Share information, appropriately and timely, internally and externally. Set standards for the quality and timeliness of section work products, actively monitor those standards. Provide input to agency standards, policies, procedures and expectations. Address issues disrupting team functioning, facilitate resolution of conflicts. Communicate the decisions made by senior management to team members. Develop annual business plans aligned with agency goals and strategic plan, contributes to development of agency strategic plans. Hold all team members accountable for meeting performance expectations.
- **Challenge Your Business Processes:** Devote resources to improving how you and team members do your work and use technology with Lean principles in mind. Adapt regulatory principles as needed to do your work better, faster, and cheaper. Seek ideas from outside the commission. Experiment and take risks. Encourage new ideas from team members. Sponsor pilot projects to generate small victories. Apply what you learn from pilot projects to broader changes.
- **Challenge Systems of Inequity:** Get to know and understand the statewide DEI competencies. Commit to learning about your lived experiences and those of your staff to enhance communication, attitudes, behaviors, and outcomes. Regularly listen to your staff to assess how you are setting the example of inclusiveness and valuing and engaging the members of your team. Review your program for opportunity gaps and disparities and strategize ways to bridge those gaps.

SUPPLEMENTAL INFORMATION:

Conditions of Employment/Working Conditions:

Must attend, successfully complete, and maintain all federal Pipeline and Hazardous Material Safety Administration training and certifications within three years of completing first course.

Possess a valid Washington driver's license for travel in state vehicles.

This position is included in the Washington Federation of State Employees bargaining unit.

Conflict of Interest: RCW 80.01.020 limits the commission's ability to employ any person who owns stock in any company the commission regulates or is otherwise financially interested in such company.

Application Process:

Read the instructions below carefully before following the "Apply" link above.

In addition to completing the online application applicants must attach the following documents to their application to be considered for this position:

- A **letter of interest** explaining how you meet the qualifications of this position;
- A current **resume** detailing experience and education;
- A list of **three professional references** with current telephone numbers, including your current or most recent supervisor (or you may include this information in the Reference section of your application). A professional reference is defined as an individual who has been paid to supervise your work and can attest to your work performance, technical skills, and job competencies. If you do not have any or sufficient professional references, please include non-related professionals, such as educators or other professional associates.

READ THE FOLLOWING INFORMATION COMPLETELY:

- Carefully review your application and other documents requested (e.g., cover letter and resume) for accuracy, spelling and grammar before submitting.
- The initial screening of applications will be solely based on the contents and completeness of the "work experience" and "education" sections of your application in www.careers.wa.gov; completeness of your resume, cover letter, and any other materials submitted as part of the application process; and responses to the supplemental questionnaire.
- A resume will not substitute for completing the "work experience" section of the application.

Only complete applications will be considered. All information may be verified and documentation may be required. You may be disqualified if your education and/or work experience does not include information used to meet the minimum qualifications of the job.

Visit these links to learn more about:

the state of Washington <http://access.wa.gov>,

the Olympia area www.co.thurston.wa.us or

www.Olympiawa.gov

The Utilities and Transportation Commission is an equal opportunity employer. We want to make sure you have an equal opportunity to join our team. Our commitment is making sure current and future employees are treated fairly and equally without regard to age, sex (including gender identity), race, ethnicity, disability, sexual orientation, veteran status, marital status, or religious or political affiliation. Persons needing accommodation in the application process or this announcement in an alternative format may contact Mandy.Garcia@utc.wa.gov. For TTY service, please call the Washington Relay Service at 7-1-1 or 1-800-833-6384.