



State of Colorado
**Operations & Maintenance Inspector (Env. Protection
 Specialist II): DORA/Public Utilities Commission**

SALARY	\$6,036.00 - \$8,000.00 Monthly	LOCATION	Denver Metro, CO
JOB TYPE	Full Time	JOB NUMBER	SGA-5169-12/23
DEPARTMENT	Department of Regulatory Agencies	DIVISION	Public Utilities Commission
OPENING DATE	12/18/2023	CLOSING DATE	1/7/2024 11:59 PM Mountain
FLSA	Determined by Position	PRIMARY PHYSICAL WORK ADDRESS	1560 Broadway Denver, CO 80202

Department Information

This announcement may be used to fill multiple vacancies.



The Department of Regulatory Agencies (DORA) is dedicated to preserving the integrity of the marketplace and is committed to promoting a fair and competitive business environment in Colorado.

Consumer protection is our mission.

DORA is a progressive, innovative government agency where employees and customers alike are valued. If you are interested in becoming a part of an environment where creative thinking, customer service, and protecting consumers through healthy regulation is valued, DORA is the place for you! In addition to rewarding, challenging, and meaningful work, the State of Colorado at the Department of Regulatory Agencies offers an excellent total compensation package including:

- Employer-sponsored RTD EcoPass, with offices located at Civic Center Plaza, above the RTD Civic Center station and just a few blocks from RTD light rail.
- Extensive work-life programs such as a telecommuting program, flexible schedules, training and professional development opportunities on a wide variety of subjects, and more!
- Employee wellness programs, including the Colorado State Employee Assistance Program (CSEAP), which provides free, confidential counseling services.
- Bike-to-work programs, including access to storage lockers and bike racks.
- Flexible retirement benefits, including a choice of the PERA Defined Benefit Plan or the PERA Defined Contribution Plan, plus optional 401K and 457 plans.
- Medical and Dental Health Insurance for employees and optional coverage for their dependents.
- Life Insurance for employees, and optional coverage for their dependents.
- Paid Time Off, including 10 paid holidays.
- Short- and long-term disability coverage.
- Tuition assistance program.

Description of Job

The purpose of the Colorado Public Utilities Commission's (PUC) Pipeline Safety Program (PSP) is to administer a statewide hazardous gas pipeline safety program certified by the U.S. Department of Transportation, Pipeline and Hazardous Materials Safety Administration (U.S. DOT; PHMSA) through the enforcement of federal and state rules and regulations. The program exists to protect the health and safety of Colorado citizens' life, property, and the environment from the risks of hazardous materials transportation via pipeline. The PSP program supports the Colorado Department of Regulatory Agencies' mission of consumer protection, and endeavors to ensure the safe operation of all jurisdictional pipelines by verifying that operators are complying with state and federal pipeline safety regulations. The PSP acts as the PUC's expert in developing, recommending, and maintaining appropriate pipeline safety regulations focused on the goal of minimizing the risks to public health, safety, and the environment that may be posed by hazardous materials pipeline operations.

The PSP performs comprehensive and detailed safety audits and investigations of jurisdictional hazardous gas pipeline operators to identify violations of pipeline safety regulations. The primary process for these audits is the risk-based inspection of the programs, procedures, processes, records, and facilities of jurisdictional intrastate hazardous gas pipelines. These include natural gas transmission, distribution, gathering, petroleum gas (LPG), liquefied natural gas (LNG) and master metered pipeline systems. The PSP ensures minimum compliance with state and federal pipeline safety regulations, minimize the public safety impact of any violation of these regulations, and prevent recurrence of any violation of these regulations through 1) educating of jurisdictional pipeline operators on pipeline safety regulations, standards and best practices. 2) Interacting with and exchanging information with other safety and environmental agencies in Colorado, e.g., PHMSA Western Region, COGCC, and CDPHE. 3) Issuing appropriate compliance actions against violators, including developing action plans and metrics to remedy the violation and/or recommending that the Commission issue a Civil Penalty against the operator.

Position: SGA 5169

This position exists to: conduct inspections of pipeline construction (new and existing) jobs; participate and share lessons learned in damage prevention discussions in areas of higher pipeline damage; participate in regional Damage Prevention Councils; review excavation damage metrics from available Colorado 811 and PUC data; perform public awareness program evaluations, and assist staff in presentations to the affected stakeholders. In addition, these positions have administrative responsibilities involving auditable documentation required by the work unit to determine the compliance or non-compliance of the operators/contractors assigned to each position and work group guidelines.

Duties include, but are not limited to:

- Auditing jurisdictional pipeline operators' procedures, processes, and records to verify compliance with applicable pipeline safety regulations (known in the work unit as a "Standard Inspection");
- Inspecting pipeline operator facilities (e.g., pipelines, pressure control facilities, compressor stations, etc.) and observes field operations, maintenance, and construction activities to verify compliance with applicable pipeline safety regulations;
- Responding to pipeline incidents 24/7 per the on-call schedule;
- Training or facilitating training of pipeline operators on applicable pipeline safety regulations, industry standards, and industry best practices to foster collaborative and consistent approaches to regulatory compliance;

- Supporting and developing the Colorado PUC pipeline safety program through professional development, monitoring local and national pipeline safety topics, researching and analyzing Colorado-specific pipeline data, and making recommendations as appropriate to the unit chief for improvements in unit priorities, processes, and guidelines.

Minimum Qualifications, Substitutions, Conditions of Employment & Appeal Rights

MINIMUM QUALIFICATIONS (MQs):

- Bachelor's degree from an accredited college or university in engineering, environmental science, natural resource management, environmental policy, public health, or a closely related field; AND
- Two (2) years of work experience performing one of the following:
 - Conducting general pipeline inspections to evaluate operational effectiveness and ensure compliance with associated regulations;
 - Working as a general gas, gas regulation, and/or pipeline operator for a utility company; or
 - Working for a construction company responsible for pipeline safety and compliance with associated regulations.

Document this experience in your application IN DETAIL, as your experience will not be inferred or assumed. Part-time experience will be prorated.

SUBSTITUTIONS:

- Four (4) years of progressively responsible work experience in general pipeline inspection, construction for job site safety, general gas, gas regulation, and pipeline operator for a utility company, or a construction company that deal with pipeline safety may be substituted on a year-for-year basis for the bachelor's degree;
- A master's or doctorate degree from an accredited college or university in a field of study related to the work assignment may be substituted for the required experience on a year-for-year basis.

Preferred Qualifications:

- Demonstrated experience working as a contractor for a utility company;
- Demonstrated experience investigating gas incidents;
- Experience working with the State of Colorado conducting gas pipeline inspections;
- Five (5) or more years of experience in one of the following areas:
 - Conducting general pipeline inspections to evaluate operational effectiveness and ensure compliance with associated regulations;
 - Working in the construction industry ensuring job site safety and compliance with regulations;

- Working as a general gas, gas regulation, and/or pipeline operator for a utility company; or
- Working for a construction company responsible for pipeline safety and compliance with associated regulations.
- Pipeline compliance experience;
- An advanced degree in engineering, environmental science, natural resource management, environmental policy, public health, or a closely related field;
- Demonstrated experience conducting audits of written programs to ensure compliance with regulations;
- Demonstrated experience reviewing documents for completeness, correctness, and/or compliance with laws, rules, policies and procedures;
- Completed U.S. DOT Pipeline and Hazardous Materials Administration (PHMSA) training, Qualification (TQ) certification, computer-based training (CBT) through the federal pipeline safety program;
- Demonstrated experience working in a high-stress, high-profile environment managing various stakeholders and discerning hidden agendas;
- Demonstrated experience facilitating training needs to staff, operators, and consultants on regulations to ensure regulatory compliance;
- Demonstrated experience utilizing data analysis and data management software;
- Demonstrated experience working in the oil and gas industry or in a regulatory environment.

Required Competencies:The following knowledge, skills, abilities, and personal characteristics are required competencies and may be considered during the selection process (including examination and/or interview):

- Demonstrated oral communication skills, including the ability to effectively convey information to audiences in a clear, concise manner;
- Demonstrated written communication skills, including the ability to convey information to various stakeholders in a clear, accurate, and concise written manner;
- Demonstrated attention to detail in order to ensure accuracy, thoroughness, and consistency of all analyzed information;
- Sound judgment, including the ability to determine the appropriate course of action on a routine basis;
- Demonstrated ability to understand and abide by workplace principles, practices and behaviors as internally identified and defined by the division and department;
- Ability to read, understand, interpret, apply, and explain laws, rules, policies, and procedures;
- Demonstrated organizational skills, including planning, prioritization, and time management in order to meet deadlines;
- Critical thinking and analytical skills, including having the ability to evaluate evidence and applicable information in order to apply knowledge and identify the level of compliance;
- Customer service skills, including the ability to diplomatically interact with difficult customers, build relationships, and maintain communication with stakeholders;
- Problem-solving skills, including the ability to review and analyze information in order to recommend solutions;

- Demonstrated flexibility and adaptability, including managing a frequently changing workload and adapting to a changing work schedule that requires being available 24/7 at least once a month;
- Interpersonal skills, including the ability to work as part of a team and with various stakeholders on a project;
- Demonstrated ability to conduct research and gather pertinent information;
- Ability to train staff members and pipeline operators on the applicable pipeline safety regulations, standards, and practices to ensure compliance;
- Self-motivated, self-directed, reliable, and accountable;
- Demonstrated professional demeanor;
- Proficiency in the use of PC software applications including Microsoft Office (Access, Word, Excel, etc.), and Google Suite (Doc's, Sheets, Slides, etc.).

Conditions of Employment: Candidates who fail to meet the conditions of employment will be removed from consideration.

- The successful passing of a reference check and/or, if required, a background check.
 - A reference check may include but is not limited to: contacting previous and current supervisors to verify employment and discuss performance, a review of the personnel file, a review of the performance record, etc.
 - Must possess and maintain a valid State of Colorado driver's license and the ability and willingness to travel independently. You must include your State of Colorado driver's license number on your application in order to be considered. This position requires the ability to travel up to 10% of the time, including staying over weekends when required; and the ability to transport equipment, including, but not limited to, laptop computers, printers, manuals and supplies.
 - Must be available 24/7 at least once per month responding to pipeline incidents.
- Effective September 20, 2021, employees will be required to attest to and verify that they are fully vaccinated for COVID-19. Upon hire, new employees will have three (3) business days to provide attestation to their status with proof of vaccination.
- Note: Fully Vaccinated means two (2) weeks after a second dose in a two-dose series of the COVID-19 vaccine, such as the Pfizer or Moderna vaccine, or two (2) weeks after the single-dose vaccine, such as Johnson & Johnson's Janssen vaccine, as defined by the [State of Colorado's Public Health Order](#) and guidance issued by the Colorado Department of Public Health & Environment.

Supplemental Information

PLEASE READ - Required Application Materials

Interested individuals must submit the following online:

1. **A completed State of Colorado Application** (log-in to your current NeoGov account or create a NeoGov account to complete the online application). Note: Incomplete applications, including incomplete work history sections or "see résumé," "see attachment," or "see addendum" statements, will not be accepted in lieu of a completed application form.
2. **A current email address** on your application, as all communication pertaining to this position will be conducted via email. Please set up your email to accept messages from info@governmentjobs.com and '@state.co.us' addresses, and check your email often. Note: The department cannot guarantee the successful delivery of email, including incorrect filtering into junk mail folders.
3. **A detailed cover letter**, explaining how you meet the required competencies and how your accomplishments, qualifications, skills, areas of expertise, personal characteristics, etc. make you a good fit for this position; you may also attach additional documents that demonstrate this.

Comparative Analysis Process: Structured Application Review

Part of, if not the entire, comparative analysis process for this position will involve a review of the information you submit in your application materials; Therefore, it is paramount that in the experience portion of your application and cover letter, you describe the extent to which you possess the education, experience, and competencies outlined in the job announcement as well as the required and/or preferred qualifications/competencies. You are also encouraged to attach additional documents to that effect. Failure to include adequate information or follow instructions may affect your score and prevent you from competing in subsequent measures used to arrive at a top group of applicants.

Veterans' Preference: Candidates who wish to assert Veterans' Preference should attach a copy of their DD-214 to their application. Failure to do so will result in being denied Veterans Preference.

PLEASE NOTE: Former State Personnel System employees who were disciplinarily terminated or resigned in lieu of termination must disclose this information on the application. Colorado Revised Statutes require that all state employees be hired and promoted through competitive examination of merit and fitness. Failure to include the required information, failure to follow instructions, and/or failure to submit materials by the application deadline may result in your application not being considered for the position and may affect your score or inclusion in the final pool of qualified candidates.

The State of Colorado believes that equity, diversity, and inclusion drive our success, and we encourage candidates from all identities, backgrounds, and abilities to apply. The State of Colorado is an equal opportunity employer committed to building inclusive, innovative work environments with employees who reflect our communities and enthusiastically serve them. Therefore, in all aspects of the employment process, we provide employment opportunities to all qualified applicants without regard to race, color, religion, sex, disability, age, sexual orientation, gender identity or expression, pregnancy, medical condition related to pregnancy, creed, ancestry, national origin, marital status, genetic

information, or military status (with preference given to military veterans), or any other protected status in accordance with applicable law.

DORA is committed to the full inclusion of all qualified individuals. As part of this commitment, our agency will assist individuals who have a disability with any reasonable accommodation requests related to employment, including completing the application process, interviewing, completing any pre-employment testing, participating in the employee selection process, and/or to perform essential job functions where the requested accommodation does not impose an undue hardship. If you have a disability and require reasonable accommodation to ensure you have a positive experience applying or interviewing for this position, please direct your inquiries to our ADA/AA Coordinator, Rachael Alkayali, at dora_hr@state.co.us or call (303) 894-2441.

APPEAL RIGHTS:

If you receive notice that you have been eliminated from consideration for this position, you may file an appeal with the State Personnel Board or request a review by the State Personnel Director.

An appeal or review must be submitted on the official appeal form, signed by you or your representative. This form must be delivered to the State Personnel Board by email, US Mail, faxed or hand-delivered within ten (10) calendar days from your receipt of notice or acknowledgment of the department's action.

For more information about the appeals process, the official appeal form, and how to deliver it to the State Personnel Board go to spb.colorado.gov or refer to 4 Colorado Code of Regulations (CCR) 801-1, *State Personnel Board Rules and Personnel Director's Administrative Procedures*, Chapter 8, *Resolution of Appeals and Disputes*, at spb.colorado.gov under Rules.

Benefits

The State of Colorado offers permanent employees a variety of benefits including medical, dental, life and disability insurance, as well as a comprehensive leave program. Please click the following link for detailed information:

www.colorado.gov/pacific/dhr/benefits

Please note that each agency's contact information is different; therefore, we encourage all applicants to ***view the full, official job announcement*** which includes contact information and class title. Select the job you wish to view, then click on the "Print" icon.

Agency

State of Colorado

Address

See the full announcement by clicking the "Printer" icon located above the job title
Location varies by announcement, Colorado, --

Website<https://careers.colorado.gov/>**Operations & Maintenance Inspector (Env. Protection Specialist II): DORA/Public Utilities
Commission Supplemental Questionnaire*****QUESTION 1**

DORA Q1: Please provide your Social Security Number. NOTE: This information will be kept strictly confidential and is only accessible to Human Resources Personnel.

***QUESTION 2**

DORA Q2: Are you a current or previous State of Colorado employee? Enter "yes" or "no" in the space provided. If "yes", enter 1) the State agency name, 2) dates of employment, and 3) your official classification title.

***QUESTION 3**

DORA Q3: If you are a current or former State of Colorado classified employee, have you ever been disciplinary terminated, resigned in lieu of termination, or deemed to have resigned without notice (Board Rule 7-6, Automatic Resignation)? NOTE: Current and former State Personnel System employees who were disciplinary terminated, resigned in lieu of termination, or who were deemed to have resigned without notice (Board Rule 7-6, Automatic Resignation) must disclose this information on the application. Failure to disclose this information and/or falsification of application materials may result in being removed from consideration for this position.

- N/A - I am not a current or former State of Colorado classified employee.
- YES, I have been disciplinary terminated, resigned in lieu of termination, or deemed to have resigned without notice (Board Rule 7-6, Automatic Resignation).

NO, I have NEVER been disciplinary terminated, resigned in lieu of termination, or deemed to have resigned without notice (Board Rule 7-6, Automatic Resignation).

***QUESTION 4**

DORA Q4: Current or Former Classified Employees: Are you a transfer, non-disciplinary (voluntary) demotion, or reinstatement applicant?

- Yes
- No
- N/A - I am not a current or former State of Colorado classified employee.

***QUESTION 5**

DORA Q5: VETERAN'S PREFERENCE NOTE: If you are not eligible for/seeking Veteran's Preference, please skip down to the bottom and select option "N/A". **REQUIRED DOCUMENTATION:** Candidates who wish to assert Veterans' Preference should attach a copy of their DD214 reflecting dates of service, type of discharge, and, if appropriate, a campaign badge or service medal. If information regarding a campaign badge or service medal is necessary to award preference points and is not reflected on the DD214, other documents reflecting the grade or medal must be provided. Other types of documentation may be required for ten point preference. ***Note 1:** For a complete list of service dates and campaigns used in awarding preference points visit: <http://www.opm.gov/veterans/html/vgmedal2.htm> ****Note 2:** Medal holders and Gulf War veterans who originally enlisted after September 7, 1980, or entered active duty on or after October 14, 1982, without having previously completed 24 months of continuous active duty; must have served continuously for 24 months or the full period called or ordered to active duty. *****Note 3:** Effective October 1, 1980, military retirees at or above the rank of major or equivalent, are not entitled to preference unless they qualify as disabled veterans. Reservists who are retired from the Reserves but are not receiving retirement pay are not considered "retired military" for purposes of veterans' preference. **REMINDER:** Proof of eligibility must be provided before points are allowed. Please attach documentation to your application. If you have not done so, please go back and do so now. Veteran's Preference points **WILL NOT** be applied without the appropriate documentation. **PLEASE CHECK ALL THAT APPLY:**

- N/A - I am not eligible for/seeking Veteran's Preference.
- A) I was honorably separated (this means an honorable or general discharge) and I served on active duty (excluding active duty for training) in the Armed Forces: During any war declared by Congress

- B) I was honorably separated (this means an honorable or general discharge) and I served on active duty (excluding active duty for training) in the Armed Forces: During the period April 28, 1952, through July 1, 1955;
- C) I was honorably separated (this means an honorable or general discharge) and I served on active duty (excluding active duty for training) in the Armed Forces: For more than 180 consecutive days, any part of which occurred after January 31, 1955, and before October 15, 1976;
- D) I was honorably separated (this means an honorable or general discharge) and I served on active duty (excluding active duty for training) in the Armed Forces: During the Gulf War period beginning August 2, 1990, and ending January 2, 1992;
- E) I was honorably separated (this means an honorable or general discharge) and I served on active duty (excluding active duty for training) in the Armed Forces: For more than 180 consecutive days, any part of which occurred during the period beginning September 11, 2001, and ending on the date prescribed by Presidential proclamation or by law as the last day of Operation Iraqi Freedom; or,
- F) I was honorably separated (this means an honorable or general discharge) and I served on active duty (excluding active duty for training) in the Armed Forces: In a campaign or expedition for which a campaign medal has been authorized*, such as El Salvador, Lebanon, Granada, Panama, Southwest Asia, Somalia, and Haiti.
- G) I have served on active duty in the Armed Forces at any time and have a present service connected disability or are receiving compensation, disability retirement benefits, or pension from the military or the Department of Veterans Affairs; or
- H) I am a Purple Heart recipient;
- I) I am the spouse of a veteran unable to work because of a service-connected disability;
- J) I am the unmarried widow/widower of certain deceased veterans; and
- K) I am the mother of a veteran who died in service or who is permanently and totally disabled.

*QUESTION 6

DORA Q6: Part of the required application materials includes a detailed cover letter, explaining how you meet the required competencies and how your accomplishments, qualifications, skills, areas of expertise, personal characteristics, etc. make you a good fit for this position; you may also attach additional documents that demonstrate this. **Q:** Have you included this cover letter as an attachment to your application? (If not, you may go back and do so now). Yes, I have

attached the required cover letter explaining how I meet the required competencies and how my accomplishments, qualifications, skills, areas of expertise, personal characteristics, etc. make me a good fit for this position; I may also attach additional documents that demonstrate this. No, I have not attached the required cover letter to my application. **Note:** I understand that failure to include this information and follow instructions may prevent me from competing in subsequent measures used to arrive at a top group of applicants.

- Yes
- No

***QUESTION 7**

DORA Q7: Please explain in detail how you meet the following Minimum Qualification: Bachelor's degree from an accredited college or university in engineering, environmental science, natural resource management, environmental policy, public health, or a closely related field.

***QUESTION 8**

DORA Q8: Please explain in detail how you meet the following Minimum Qualifications: Two (2) years of work experience performing one of the following: I. Conducting general pipeline inspections to evaluate operational effectiveness and ensure compliance with associated regulations; II. Working as a general gas, gas regulation, and/or pipeline operator for a utility company; III. Working for a construction company responsible for pipeline safety and compliance with associated regulations.

***QUESTION 9**

DORA Q9: This position requires independent travel up to 10% of the time. Do you currently possess a valid Colorado Driver's License? You must include your driver's license number in your response in order to be considered.

***QUESTION 10**

DORA Q10: Please explain in detail how you meet the following preferred qualification: Demonstrated experience working as a contractor for a utility company.

***QUESTION 11**

DORA Q11: Please explain in detail how you meet the following preferred qualification: Demonstrated experience investigating gas incidents.

***QUESTION 12**

DORA Q12: Please explain in detail how you meet the following preferred qualification: Five (5) or more years of experience in one of the following areas: I. Conducting general pipeline inspections to evaluate operational effectiveness and ensure compliance with associated regulations; II. Working in the construction industry ensuring job site safety and compliance with regulations; III. Working as a general gas, gas regulation, and/or pipeline operator for a utility company; or IV. Working for a construction company responsible for pipeline safety and compliance with associated regulations.

***QUESTION 13**

DORA Q13: Please explain in detail how you meet the following preferred qualification: Pipeline compliance experience.

***QUESTION 14**

DORA Q14: Please explain in detail how you meet the following preferred qualification: An advanced degree in engineering, environmental science, natural resource management, environmental policy, public health, or a closely related field.

***QUESTION 15**

DORA Q15: Please explain in detail how you meet the following preferred qualification: Demonstrated experience conducting audits of written programs to ensure compliance with regulations.

***QUESTION 16**

DORA Q16: Please explain in detail how you meet the following preferred qualification: Demonstrated experience reviewing documents for completeness, correctness, and/or compliance with laws, rules, policies and procedures.

***QUESTION 17**

DORA Q17: Please explain in detail how you meet the following preferred qualification: Completed U.S. DOT Pipeline and Hazardous Materials Administration (PHMSA) training, Qualification (TQ) certification, computer-based training (CBT)

through the federal pipeline safety program.

***QUESTION 18**

DORA Q18: Please explain in detail how you meet the following preferred qualification: Demonstrated experience facilitating training needs to staff, operators, and consultants on regulations to ensure regulatory compliance.

***QUESTION 19**

DORA Q19: Please explain in detail how you meet the following preferred qualification: Demonstrated experience utilizing data analysis and data management software.

***QUESTION 20**

DORA Q20: Please explain in detail how you meet the following preferred qualification: Demonstrated experience working in the oil and gas industry or in a regulatory environment.

***QUESTION 21**

DORA Q21: The salary range posted for this position is \$72,432 - \$96,000 annually (\$6,036.00 - \$8,000.00 Monthly); while appointments are typically made at or near the range minimum, the salary will be set based on the qualifications of the candidate appointed and relevant factors. Please share your salary expectations below.

***QUESTION 22**

DORA Q22: If you move forward in this process and are selected for this position, what is the earliest date that you would be able to start?

* Required Question