



City Kelowna AND Cranbrook

Title Planning & Design Technologist 2

Branch Gas

Department Operations

Affiliation MoveUP

Job Status Full Time Regular

Starting Salary \$2725 biweekly (\$36.33 per hour)

of Positions Available 2 (1 position in Kelowna and 1 position in Cranbrook)

Position Overview

The purpose of this position is to plan, estimate and coordinate project requests from premium key accounts (e.g. builders and developers), external agencies, FortisBC departments, as well as end-use customers, where the projects present the greatest complexity. This role works both independently and with guidance to develop designs for distribution projects of the greatest complexity. This position prepares pricing and cost estimates and conducts field reconnaissance for related projects. The role is a liaison with customers, contractors, developers and others in matters related to alterations, renewals, upgrades, improvements and additions to the distribution systems.

Responsibilities

Coordinates projects, including but not limited to:

- defining customer requirements and project scope, creating and maintaining customer data,
- ensuring all service product requirements are collected,
- explaining FortisBC processes, procedures and requirements to customers,
- selecting the appropriate service products and pricing,
- conveying related permit requirements to customers,
- informing the customer of the price for the service product(s),
- scheduling the work with the customer following a check of crew (capacity planning) and materials availability and creating work orders.

Processes jobs, including but not limited to:

- reviewing foreign utility data, legal land-base considerations and geography to determine appropriate gas layout and depth in accordance with FortisBC standards,
- drafting written work procedures (per company standard OHS 03-14) for manager's review and approval,
- completing electronic layout or Engineering drawings,
- confirming and updating pipe sizing on drawings as defined by System Planning,
- identifying and obtaining required internal and external approvals and prerequisites,
- identifying and requisitioning required inventoried materials and manufactured items,
- completing detailed estimates,

- utilizing economic test tools to determine pricing of installations,
- explaining FortisBC procedures, policies, rate processes and municipal, provincial and federal regulations to customers,
- working with customers and authorities to ensure all service products requirements are collected and met,
- scheduling the work with the customer by checking for crew availability using the capacity planning information.

(Projects will include vertical subdivision designs.)

Ensures completion of the job and maintains customer relations, including but not limited to:

- building relationships with current, repeat and potential customers and external contacts,
- responding to customer inquiries including but not limited to installation costs, bill calculations, and the scheduling of work,
- acting as primary contact for premium rated builder/developers and internal/external customers.

Responds to a variety of operational and maintenance issues which may include (but are not limited to):

- overbuilds of plant related to all customer classes and identified by both the customer and company programs,
- metering consolidations/de-consolidations,
- meter protection,
- commercial/industrial metering assembly upgrades (company driven),
- corrosion maintenance (housetline/riser replacement, anode bed install/removal),
- IP/TP service line additions/removals,
- complex main and valve lowerings, raisings, and/or abandonments,
- activities related to hazard remediation and system maintenance requirements.

Provides direction to Planning and Design Technicians and Technologist 1's within the department.

Performs duties of a minor nature related to the above duties, including driving a vehicle, which do not affect the rating of the job.

Requirements

- Completion of a recognized post-secondary Technology Diploma in an appropriate discipline, or equivalent education.
- Certified or eligible for certification at the technologist level by the Applied Science Technologists and Technicians of British Columbia (ASTTBC).
- Four (4) years directly related relevant work experience (a minimum of two (2) years which are gained as a Planning and Design Technologist 1).
- Demonstrated strong organizational skills including the ability to multi-task, prioritize and work under pressure during peak workload periods in order to meet tight deadlines.
- Demonstrated excellent communication skills including telephone call handling skills and the ability to respond to difficult or demanding situations with tact and diplomacy.

- Demonstrated courteous, professional manner in dealing with internal and external contacts and customers, including positive interpersonal skills and the ability to provide direction in a team environment.
- Demonstrated ability to analyze and resolve problems of a technical nature, and understand the implication of costs, risks, operability and safety.
- Demonstrated sound working knowledge of various specialized software applications required to support operations activities (e.g. SAP, GIS, CAFÉ, ENERGY) and the MS Office suite of applications.
- Demonstrated knowledge of natural gas utilization and construction practices.
- Demonstrated superior customer service and product promotion skills.
- Demonstrated ability to work independently.
- Demonstrated sound analytical and decision making skills.
- Capable of keyboarding at an intermediate level.
- Valid British Columbia Drivers license.

Additional Information

- ***This position has restricted holiday availability based on operational requirements for certain months of the year, as per Article 14 of the COPE/FortisBC Collective Agreement.***
- ***Please note that we have two positions available, one located in Kelowna and one located in Cranbrook. Please visit our website to apply for the specific location(s) of interest.***

To learn more about these opportunities and to apply online, please visit our website at www.FortisBC.com/careers