

JOB TITLES DESCRIPTIONS FOR TRANSMISSION FUNCTION EMPLOYEES

Job Title	Job Description
GAS INFRASTRUCTURE GROUP - TRANSMISSION	
Dominion Energy Transmission, Inc. (DETI)	
Director, Gas Control	Plans and directs transportation gas control activities to meet shipper obligations, system reliability, safe operations and pipeline efficiency.
Gas Control Coordinator	Coordinates and assists in the operation of gas control. Directs, assists and guides gas controllers on complex, non-routine system operations.
Gas Controller	Ensures continuity of gas service by anticipating, determining and directing fulfillment of quantity and pressure requirements in a safe, reliable, and efficient manner. Directs the analysis of historic and projected gas supply and requirements data for modeling, developing and recommending facility and operational plans. Monitors gas quantities to ensure pressures do not exceed Maximum Allowable Operating Pressures.
Manager, Gas Control	Plans, coordinates, and manages day to day activities of transmission pipeline gas control operations.
Engineer III, Gas Control	Ensures continuity of gas service by scheduling and coordinating complex projects to anticipate, determine and direct fulfillment of gas quantity and pressure requirements and to monitor and control Dominion Energy's gas transmission facilities. Provides technical expertise through the use of data for modeling, developing and recommending facility and operational plans.
Director, Gas Transmission Development	Responsible for creating new business opportunities for DETI and Cove Point transportation and storage services, performing facility analysis for new projects, conducting open seasons, monitoring competitor activities, and determining new service offerings.
Gas Business Development Manager	Responsible for identification, development and implementation of business development opportunities, services and programs designed to support existing and prospective customers. Work directly with pipeline customers, industry contacts and pipeline/storage operators to identify, develop and maintain customer relationships. Direct the preparation of service agreements; manage contract modifications.
Manager, Facility Planning and Product Development	Responsible for managing the design of system facilities and developing new services using hydraulic modeling to simulate system operations and evaluate performance of existing and planned assets.
Market Development Representative	Responsible for assisting Gas Business Development Managers and providing support for potential growth and new service opportunities. Assists current and potential customers by preparing presentations and service portfolios, negotiating terms of service, and explaining tariff and service agreement provisions. Maintain company awareness of market and competitor activities and customer needs, including performance of market/statistical analyses

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Director, Transmission Services	Responsible for planning and directing the functions of technology services and market support staff to support the activities of the Transmission Marketing Group through Electronic Bulletin Board (EBB) technology, back room administrative support, analytical support regarding market data, advocacy at the North American Energy Standards Board (NAESB), and implementation of new services. Responsible for the coordination of the scheduling of the DETI and Cove Point systems and the monitoring of customers' daily activities to ensure that all Firm obligations are met.
ACP System Development Project Manager	Oversees software implementation, including EBB development, for Dominion Gas Infrastructure Group capital projects, such as the Atlantic Coast Pipeline and Dominion Energy Cove Point expansion projects.
Manager, Gas Transportation Services	Provides oversight and direction to ensure that gas transportation, storage, title tracking and balancing services are provided to customers in accordance with contractual, tariff and regulatory obligations.
Gas Transportation Representative	Responsible for confirming receipts and deliveries on the interstate pipeline systems, resolving nomination and confirmation discrepancies consistent with applicable regulations, pipeline tariffs, and company procedures (includes contractors).
Customer Transportation Representative	Performs activities to reconcile, review and monitor the activities required to ensure the company's obligation to transport natural gas in the pipeline is performed in an efficient, accurate and timely manner. Processes nominations through confirmation and scheduling. Reconciles imbalances and pooling points. Works with customers to explain company policies, practices, tariff provisions and transportation procedures. Assists in customer problem resolution, maintains documentation of gas transportation activity and prepares reports as required.
Customer Transportation Consultant	Performs activities to reconcile, review and monitor the activities required to ensure the company's obligation to transport natural gas in the pipeline is performed in an efficient, accurate and timely manner. Handles complex transactions including the processing of nominations through confirmation and scheduling. Reconciles imbalances and pooling points. Provides information in a timely manner to allow for any necessary reconciliation. Manages and provides volumetric information.
Manager, Business Services & Technology	Responsible for the business technology service activities for natural gas transportation and storage contract processing, security and pipeline informational postings. Coordinates and ensures timely and accurate resolution of internal and external customer inquiries, requests and problems. Participates in North American Energy Standards Board meetings, conferences and policy committees. Responsible for coordinating activities between business groups and the Information Technology department as it relates to Dominion Energy's natural gas pipeline computer systems.
Gas Contracts Specialist	Responsible for the administration of interstate gas pipeline contracts. Maintains contract databases and compiles information for project planning, forecasting and other analyses. Provides interpretation, guidance and support related to service agreements and regulatory issues to enable resolution of customer contract issues.
Gas Market Program Coordinator	Participates in the NAESB standards process on behalf of Dominion Energy. Responsible for coordination, administration and support of Dominion Energy's NAESB gas compliance program.

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Gas Energy Business Entity Communications Specialist	Responsible for administering EBB communications and security, and contractual obligations such as Customer Designation of Agency agreements.
Gas Energy Systems Compliance Specialist	Responsible for coordinating, administering, and supporting Dominion Energy's FERC, NAESB, and Pipeline Tariff requirements. Responsible for Gas Transmission Compliance training, computer systems, and change management.
Director, Area Transmission Operations	Directs employees and contractors engaged in the operation and maintenance of natural gas handling facilities and related equipment across varied work locations. Manages construction and O&M activities to ensure company procedures are followed and that compliance is maintained relative to all applicable local, state and federal regulatory requirements.
Manager, Gas Transmission Operations	Manages employees and contractors engaged in the operation and maintenance of natural gas handling facilities and related equipment at major work locations. Ensures the safe, reliable and efficient operation of natural gas transmission and storage facilities and equipment. Monitors and inspects job sites, facilities and databases to ensure company procedures are followed and that compliance is maintained relative to all applicable local, state and federal regulatory requirements. Coordinates maintenance and outage schedules with field operations and other involved departments. Develops and monitors budgets for operating area.
Supervisor, Gas Transmission Operations	Supervises employees and contractors engaged in the operation and maintenance of natural gas handling facilities and related equipment. Ensures the safe, reliable and efficient operation of natural gas transmission and storage facilities and equipment. Monitors and inspects job sites, facilities and databases to ensure company procedures are followed and that compliance is maintained relative to all applicable local, state and federal regulatory requirements.
Vice President, Pipeline Operations	Responsible for pipeline operations for the Gas Infrastructure Group's interstate pipelines
Coordinator, Power Desk System Gas Operations	Responsible for analyzing and coordinating all power generation activities on Dominion Energy Transmission (DETI) and Dominion Energy Cove Point (Cove Point) pipelines. Responsible for the verification / approval of all burn profiles on both pipeline systems. Responsible for communication / coordination with power generators/agents.
Coordinator, System Gas Operations	Coordinates, develops, implements and maintains the work related to the monitoring and tracking of system imbalances, Operational Balancing Agreements and Electronic Balancing Agreements. Responsible for EBA management and evaluation of agreement requirements.
Engineer II	Responsible for analyzing asset utilization, developing operating plans and optimization recommendations. Works on daily operational issues or problems that may occur nearing operations.
Engineer III	Responsible for analyzing asset utilization and developing operating plans. Works on daily operational issues or problems that may occur nearing operations. May serve as a technical expert on engineering related issues.

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Market Center Services Strategic Advisor	Responsible for marketing short-term transportation and parking/loaning services, coordinating with operations and accounting personnel, as needed, to complete transactions on the DETI and Cove Point pipeline systems.
Director, System Optimization and Partnership Services	Responsible for managing the negotiation, execution and administration of contracts with other pipelines (transportation, joint venture operating agreements, Operational Balancing Agreements and storage partnerships) and supply planning and purchase activities.
Senior Market Development Rep	Supports daily parking/loaning services. Develops and maintains proprietary in-house databases and forecasting models. Researches, compiles, filters, analyzes and distributes relevant energy industry information using industry-related publications, databases, outside consultants, and other resources.
System Gas Operations Specialist	Analyzes and monitors upstream and market area transportation contracts, gas supply arrangements and partnership agreements. Provides support for storage programs and monitors partnership pool activities. Monitors compliance with operational balancing agreements. Tracks nominations and actual volumes.
Director, Interstate Marketing	Oversees interstate marketing activities including developing, promoting and directing marketing programs and service activities for customers.
Interstate Marketing Manager	Responsible for managing DETI's transportation and storage marketing activities within assigned region.
Gas Energy Business Consultant	Central point of contact for wholesale customers, to ensure adherence with contract terms, tariff and regulatory requirements. Responsible for assessment of customer service and revenue needs, and resolution of customer requests and concerns.
Gas Energy Systems Compliance Specialist	Responsible for coordinating, administering, and supporting Dominion Energy's FERC, NAESB, and Pipeline Tariff requirements. Responsible for Gas Transmission Compliance training, computer systems, and change management.
Gas Market Program Coordinator	Participates in the NAESB standards process on behalf of Dominion Energy. Responsible for coordination, administration and support of Dominion Energy's NAESB gas compliance program.
Associate Business Performance Analyst	Prepares, analyzes, and presents financial case studies related to gas transmission marketing and business development. Develops performance metrics; analyzes data, and recommends business process improvements
Director, Gas Partnership Business Development	The role is responsible for the commercial activities associated with current and future gas partnerships (i.e. - Atlantic Coast Pipeline and small scale LNG partnership). Implement marketing programs and strategies including new service initiatives. Coordinate with regulatory, legal and engineering. Serve as the commercial lead with customers for regulatory rate proceedings. Identify and pursue development opportunities. Direct the development of small scale natural gas liquefaction, service and deployment to meet anticipated market demand. Develop, implement and direct marketing and service programs designed to maximize profits for gas partnership opportunities.

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Manager-ACP Commercial Activities	Responsible for the commercial activities associated with the Atlantic Coast Pipeline. Implements marketing programs and strategies including new service initiatives. Coordinates with regulatory, legal and engineering. Serves as the commercial lead with customers for regulatory rate proceedings. Develops, implements and directs marketing and service programs. Identifies customer needs; formulates service strategies and objectives. Coordinates evaluation, analysis and due diligence activities. Directs the preparation of and modification of contracts. Represents Atlantic Coast Pipeline by engaging with government representatives and speaking at industry events and serve as a representative for industry initiatives. Responsible for the timely development and implementation of a transactional website and related customer service procedures for the Atlantic Coast Pipeline project.
Dominion Energy Cove Point LNG, LP (Cove Point)	
Director, LNG Operations	Directs operations activities to ensure compliant, safe and reliable operations. Directs all plant activities and operating and maintenance plans to include compliance inspections, periodic testing, preventative maintenance and effective record keeping.
LNG Technician (includes Senior, Lead and Associate LNG Technicians)	Maintains and operates liquefied natural gas plant equipment and facilities.
Manager, LNG Operations and Maintenance (O&M)	Plans, coordinates, and manages LNG plant activities/projects.
Process Assistant	Prepares and distributes the Dominion Energy Cove Point ship schedule and maintains ship data; responsible for ordering/scheduling of compressor station fluids; maintains all Cove Point documents, operating and training manuals, including site drawings of equipment & associated work orders.
Senior Safety Specialist	Reviews all Cove Point procedures/emergency plans to include ship unloading for safety compliance & performs safety observations on ship docking/unloading.
Supervisor, LNG Operations and Maintenance (O&M)	Establishes priorities and oversees technical work related to the efficient operation and maintenance of the liquefied natural gas plant.
Manager – LNG Technical Services	Responsible for the design, operations, and maintenance of LNG processing facilities, Directs development of construction projects, including scope, schedule, budget, design, material and equipment standards. Participates in the design, commissioning, and support of new facilities or processes

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LNG Operations Strategic Advisor	Provides strategic support and consultation to the Manager – LNG Operations for day-to-day operations of Cove Point facility. Work involves daily observations, data analysis and assistance with safety, environmental and regulatory compliance audits.
LNG Project Manager	Directs the development and execution of construction and design projects, including project scope, schedule and budget. Manages maintenance and improvement projects.
Director, Cove Point Commercial Activities	Responsible for Commercial Business activities for all transportation and LNG Services. Manages all aspects of customer contracts including contract questions and concerns as well as contract renewals.
Dominion Energy Carolina Gas Transmission, LLC (DECG)	
Director, Gas Operations (DECG)	Position is responsible for the management of staff and resources for the operation and maintenance of the gas pipeline system including: protection and maintenance of right of way; the installation, repair and maintenance of pipelines and related equipment; the operation and maintenance of compression facilities; operation and maintenance of the measurement and regulation of gas facilities; gas control; communications and first response to pipeline incidents and upsets. Responsible for strategic management of the pipelines operations.
Director, Customer Services & Business Development (DECG)	Provides overall strategic direction and leadership for the commercial operations of DECG. Develops profitable strategic business opportunities for DECG's operations as an open access interstate pipeline, including pipeline expansions, new services and/or recommend new rate designs. Develops and implements strategy to manage relationships with existing and prospective customers, industry contacts, economic development officials, state and federal agencies. Provides direction and oversight to transportation scheduling, gas measurement group, billing and system modeling.
Interstate Marketing Manager	Manage relationships with customers to ensure customer expectations are known and met. Responsible for implementing and managing service contracts with all customers. Explain tariff related matters to customers and support their day-to-day transactions as well as supporting the long term needs of each customer.
Business Process Analyst	This position provides analytical support in the Customer Service and Business Development Department of Dominion Energy Carolina Gas Transmission. Reviews, analyzes, and tracks customer contracts for accuracy and completion to ensure tariff compliance and adequate internal controls. Provides accurate contractual information to various internal departments for billing and Sarbanes-Oxley Act controls. Responds to customer's needs and requests through understanding specific operations of the customers and the Company's contractual obligation. Manages department budget to make sound business recommendations to management on budget-related issues.

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Job Title	Job Description
Technical Specialist III	Maintain the hydraulic flow model to reflect firm transportation contracts and system changes. Models new firm demand opportunities.
Manager Gas Transportation Services	Manages transportation scheduling activities on the pipeline, gas measurement group, transportation accounting and billing and provides analysis of customer throughput.
Supervisor Gas Transportation Services	Provides oversight and direction to ensure that gas transportation, storage, title tracking and balancing services are provided to customers in accordance with contractual, tariff and regulatory obligations.
Senior Gas Transportation Analyst	Performs transportation scheduling activities.
Gas Transportation Analyst II	Performs transportation scheduling activities.
Gas Transportation Analyst I	Performs transportation scheduling activities.
Manager, Gas Control Operations (DECG)	This position is responsible for the management of gas control operations to ensure the control of pressure and flow of gas throughout the pipeline system is maintained within desired limits. Also serves as first response for pipeline incidents and upsets.
Gas Controller II	Coordinates flow of natural gas throughout pipeline to ensure volume and pressure of gas required for customer demands.
Gas Controller I	Assists in the coordination of flow of natural gas throughout pipeline to ensure volume and pressure of gas required for customer demands.
Gas Control Coordinator	This position is responsible for compliance activities of Gas Control including: compliance reporting and procedure monitoring, for all aspects of the PHMSA Control Room Management regulations.
Manager Regulatory and Operations Support (DECG)	Manages staff and resources for the development, implementation and oversight of a comprehensive safety and health program, technical training program, inventory management, system modeling, GIS coordination, drafting, GIS Operator Qualification program, and Public Awareness program. In addition to compliance reporting and documentation, this role oversees the compliance auditing function that assures compliance with Department of Transportation (DOT) Pipeline Safety Regulations and Federal Energy Regulatory Commission (FERC) work classification and implementation requirements. This role also is responsible for coordinating FERC certificate filings and Company emergency response activities.

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Job Title	Job Description
Manager, Engineering (DECG)	This position is responsible for the allocation of resources in the day to day, tactical and strategic operations of the Engineering Services Group to include providing leadership and technical guidance to staff for standards, work plans, project design, MAOP documentation, and material specifications.
Manager Gas Operations (DECG)	Position is responsible for the management of staff and resources for the measurement and regulation of gas facilities operation and maintenance of compression facilities and communications; first response for pipeline incident and upsets.
Supervisor Gas Operations (DECG)	Position is responsible for the management of staff and resources for the operation, maintenance and upgrades of the company's field measurement stations/related equipment to include regulation and over-pressure protection. Also responsible for technical training of measurement technicians and serves as a primary technical emergency response resource.
Project Manager	Oversees contractors to ensure projects are done safely, in compliance and within specs provided by the company to outside contractors/vendors. Works closely with internal personnel to develop procedures, policies and practices.
Dominion Energy Questar Pipeline, LLC	
VP Western Pipeline Operations	Provides leadership and overall direction for the management of pipeline operations, integrity management, maintenance, and volume measurement, as well as responsible for volume scheduling and Gas Control functions for Dominion Energy Questar Pipeline, Dominion Energy Questar Overthrust Pipeline, and Questar Southern Trails Pipeline.
Assoc. Engineer-Systems	To provide assistance to engineering and operations personnel in solving problems related to the design, operation and integrity of high-pressure natural gas pipeline systems.
Assoc. Gas Controller	To assist, at an entry level, in directing and controlling the flow of gas according to contractual obligations and government requirements, from source to point of usage, by monitoring gas control real-time operations.
Assoc. Contract Rep	To assist, at an entry level, providing compliance in the contracting process for Dominion Energy Questar Pipeline, LLC, Questar Gas Company, Dominion Energy Questar Overthrust Pipeline, LLC, White River Hub, and Southern Trails systems.

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Job Title	Job Description
Engineer - Systems	To perform, with minimum supervision, the analysis, evaluation of performance, and conceptual design activities related to measurement of distribution, transmission, storage and related facilities, systems, and services.
Gas Measurement Tech 1	To manage and analyze measurement data. To analyze, reconcile and make necessary adjustments to measurement and allocation data. Coordinate with external customers regarding measurement and allocation data, calculations and business processes.
Gas Measurement Tech 2	To manage and analyze telemetry and non-telemetry measurement data processes for Dominion Energy Questar Pipeline, LLC & affiliated companies. Coordinates with internal and external customers to reconcile measurement errors and approve data adjustments. Sets up and maintains new and existing meter information to reflect Dominion Energy Questar Pipeline measurement systems. Maintains and prepares quality control reports that reconcile system integrity.
Lead Gas Controller	To assist in coordinating and developing departmental activities and the real-time operation of gas control in order to ensure delivery of quality gas quantities which satisfy all gas transport agreements, sales obligations and storage requirements in a safe and orderly fashion.
Mktg & Trans Rep-Field	To prepare, negotiate and market, at an entry level, sales, transportation and pipeline services.
Sr Engr - Systems	To identify and resolve engineering and related technical and non-technical issues related to the planning, construction, modification, and operation of distribution, transmission, storage and related facilities, systems and services. To provide engineering/technical guidance in cross-functional work groups and teams within Questar Gas Company and Dominion Energy Questar Pipeline, LLC, including affiliated transmission providers and subsidiaries.
Sr Gas Controller	To direct and control, at a senior level, the flow of gas according to contractual obligations and government requirements, from source to point of usage, by monitoring gas control real time operations.

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Job Title	Job Description
Director-Engineering & Gas Control	Provides leadership and overall direction for Gas Control and Engineering functions for Dominion Energy Questar Pipeline, Questar Field Services.
Manager- Engineering	Directs and manages the Operations of High Pressure Design Engineering department. Provides planning and direction for interpreting, organizing, scheduling and completion of department assignments. Plans, develops and implements engineering policies and programs. Supervises other engineers, engineering groups and manages department workload.
Manager - Gas Control	Directs and manages 7 day / 24 hour Gas Control Operations Center providing oversight and control of all Transmission and Distribution pipeline systems to ensure continuity of service. Responsible for the management of the gas pipeline system coordinating supply planning, storage engineering, construction, compression, operations, and maintenance activities. Directs daily usage of storage pool assets, Ensures pipeline pressures do not exceed Maximum Allowable Operating Pressures (MAOP). Resolves customer and supplier problems by reconfiguring gas system operations and directing staff in response to adverse operating conditions. Manages use of horsepower for gas compression to minimize fuel usage. Provides conceptual analysis and makes recommendations for new transmission projects.
Director - Area Transmission Operations	Directs and oversees the development, operation and maintenance of natural gas handling facilities (processing plants, compressor stations, loading facilities, measuring & regulating stations, etc.) and related equipment across varied work locations. Directs Operations with a focus to safety, compliance, reliability, efficiency, cost management, innovation and working together. Directs and ensures the attainment of obligations to customers, system reliability and optimization, safe operations and pipeline efficiency. Directs construction and O&M activities and technical training. Oversees the development and implementation of budgets for O&M and Capital Projects.
Director - Marketing & Business Development	Responsible for all business development, marketing and analytical services activities of QPC. Directs the operations necessary to identify, analyze, design and negotiate new projects in existing and new service areas that expand interstate pipeline systems and storage, connect new supply sources. Directs the marketing and sales activities of QPC including generation of revenues through the selling of transportation and storage capacity on existing and expanded facilities. Directs the Analytical and Measurement business unit and is responsible for achieving growth and profitability targets. Directs contracting activities of QPC and insures that regulatory compliance is met in the contracting process.
Gas Measurement & Control Specialist	Ensures accurate gas measurement, calibration techniques and adherence to the applicable API/AGA/GPA standards, Questar Pipeline Company (QPC) subsidiary tariffs and Standard Practice manuals, and ensures standardized measurement. Ensures and implements accurate gas measurement procedures, calibration techniques and adherence to the published standards set forth in the API/AGA/GPA manuals and incorporated by reference into QPC tariffs. Directs and coordinates QPC's meter cleaning program. Participates in measurement audits on custody transfer measurement sites within QPC; oversees measurement audits for receipt and delivery customers that utilize QPC systems. Provides technical support and acts as a liaison with QPC operations personnel, engineering and external entities.
Gas Transportation Analyst I, II	Performs activities designed to fulfill company transportation obligations to ensure efficient operation of services. Processes transportation nominations and assists in capacity allocation. Processes and schedules service requests. Monitors and confirms gas receipts and deliveries. Explains company policies, practices, tariff provisions and transportation procedures. Maintains gas receipt and transportation activity documentation and prepares reports. Monitors customer activities and ensures compliance with tariff provisions.

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Job Title	Job Description
Gas Transportation Analyst III (Questar)	Provides support to transportation and storage customers on Questar Pipeline, Questar Gas, Questar Transportation Services, Overthrust Pipeline and Southern Trails Pipeline systems. Receives nominations for gas transportation and storage for all cycles on Questar Pipeline, Questar Gas, Questar Transportation Services and Southern Pipeline systems. Coordinates nominations with Gas Control, analyzes confirmed nominations, insures gas flow, informs shipper of allocations and schedules shipments with customers. Communicates with shippers and operators regarding system constraints, maintenance, construction, scheduling, billing, allocations and imbalances. Reconciles interconnection pipelines for month end close. Defines new computer system requirements, specifications, and operational criteria as directed.
Lead Contract Representative (Questar)	Acts as lead in the contracting activities of Questar Pipeline Company. Ensures that FERC and NAESB compliance is met in the contracting process before contracts are approved and awarded. Ensures proper approvals by Business Development, System Engineering, Marketing, Legal, and Regulatory for reviewing requests/bids for the various pipeline services, i.e. Amendments, Long-Term Unsold Capacity & Short-Term Available Capacity.
Lead Gas Transportation Analyst	Provides support for Scheduling Supervisor in managing the functions of nominations, allocations, gas scheduling and customer service. Oversees nominations for gas transportation and assists in communicating system availability to customers via the EBB as assigned. Coordinates and schedules capacity allocations with Gas Control. Evaluates and approves adjustments for customers as needed and allowed by NAESB standards allow as assigned.
Manager- Gas Operations - GIS Services	Manages staff responsible for the management of data in Gas Distribution GIS mapping software. Responsible for prompt processing of work requests, thorough project/as-built reviews and accurate posting of edit sessions. Manage the relationships of business systems interfacing with GIS data through the review of exception reports. Manages system enhancement projects and develops strategies for new technology and associated business processes to enhance the overall GIS and records strategy for Gas Distribution.
Manager - Gas Transmission Operations Support	Manages employees, contractors, and resources for a proactive planning and scheduling process to effectively utilize fuel for Dominion Energy Transmission and Dominion Energy Cove Point LNG facilities. Provides strategy and direction for changes to business processes, standards, and structure that improve operations or create enhanced opportunities for the Company.
Manager - Marketing (Questar)	Manages the marketing and sales activities of Questar Pipeline Company and its subsidiaries. Primary responsibilities in this position include generation of revenues through the selling of transportation and storage capacity on existing and expanded facilities. Manages the marketing and sales force Oversees the sales account management Measures the results of sales force efforts and evaluate potential new strategies.

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Market Development Representative	Identifies and researches potential market share expansions and new service opportunities. Negotiates terms of service with principle parties. Maintains awareness of competitor activities and customer needs. Conducts and analyzes market surveys. Explains tariff and service agreement provisions. Supports market and service projects (e.g., conducts presentations, customizes service portfolios, etc.) Performs statistical analyses (e.g., trends in demand; sales, service and throughput comparisons; etc.)
Manager - Business Services & Technology	Supervises the contracting activities of Questar Pipeline Company and insures regulatory compliance. Manages and ensures the implementation of FERC and NAESB standards between the contracting department and IT support.
Contract Representative I (Questar)	Provides daily support for QPC Contract Services Department and to ensure that customers contracting needs are met. Supports contracting functions for Questar Pipeline, Questar Gas, Questar Field Services, Overthrust Pipeline, Southern Trails Pipeline. Reviews contract amendments and contract offers with original contract to ensure accuracy and ability of contract to perform the actions desired by the submitted amendment and/or released capacity offer.
Supervisor - Gas Transmission Operations	Supervises employees engaged in the operation and maintenance of natural gas handling facilities and related equipment. Ensures the safe, reliable and efficient operation of natural gas transmission and storage facilities and equipment. Monitors and inspects job sites, facilities and databases to ensure compliance with laws, regulations and company procedures. Develops, implements and monitors budgets. Manages projects and participates in facility audits.
Manager - Gas Transportation Services	Provides oversight and direction to resources that ensure transportation, storage, title tracking and balancing services are provided to customers in accordance with contractual, tariff and regulatory obligations and ensures that these processes are performed in compliance with all regulatory, tariff, code of conduct and SOX requirements.
Gas Measurement & Control Analyst (Questar)	This role ensures accurate gas measurement, calibration techniques and adherence to the applicable API/AGA/GPA, Questar Pipeline Company (QPC) subsidiary tariffs and Standard Practice manuals and ensures standardized measurement procedures throughout QPC.
Gas Measurement & Control Specialist (Questar)	Ensures accurate gas measurement, calibration techniques and adherence to the applicable API/AGA/GPA standards, Questar Pipeline Company (QPC) subsidiary tariffs and Standard Practice manuals, and ensures standardized measurement. Ensures and implements accurate gas measurement procedures, calibration techniques and adherence to the published standards set forth in the API/AGA/GPA manuals and incorporated by reference into QPC tariffs. Directs and coordinates QPC's meter cleaning program. Participates in measurement audits on custody transfer measurement sites within QPC; oversees measurement audits for receipt and delivery customers that utilize QPC systems. Provides technical support and acts as a liaison with QPC operations personnel, engineering and external entities.

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Job Title

Job Description

ELECTRIC TRANSMISSION

South Carolina Electric & Gas

Electric Transmission (SCE&G)

VP – Electric Transmission – SCEG

The Electric Transmission Officer is responsible for System Control; Operations Planning; Transmission Planning; ERO compliance; Transmission Training; Transmission Rates; Transmission Tariff; System Control Computer Support; and Transmission customers, contracts, and billing.

Analyst – Lead

Ensure that all financial management information for Grid Operations, Planning, Safety and Technical Training is available in a timely and accurate manner and business transactions are properly recorded. Functions include analyzing, monitoring and preparing reports based on the expenditures and statistical information of Grid Operations, Planning, Safety, and Technical Training. Also responsible for transmission customer credit analysis and tracking.

System Control Computer Support (SCE&G)

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Job Title	Job Description
Mgr – System Control Comp Supp	Supervise Energy Management System (EMS) computer support department. Responsibilities include assuring proper operation of Energy Management System for monitoring, controlling, and studying the power network as well as providing direction for future EMS development to support the FERC, NERC, and System Control internal requirements. Persons in this position may also be responsible for the implementation of the Company's CIP program.
Analyst – Database VI	Provide Energy Management Application Software and Energy Management System product set maintenance and support. Responsibilities include supporting operating systems, databases, computer configuration and local area network; evaluating, planning and coordinating the installation, implementation, and maintenance of EMS functional components; designing and developing computer applications systems; analyzing and solving major computer problems.
Analyst – Infrastructure V	Provide support for Energy Management System computer infrastructure. Responsibilities include providing support for MS Windows and AIX hardware/software platforms, computer network management, security patch management, anti-virus software maintenance, electronic access controls, electronic access monitoring, information protection, test procedures, incident response planning and recovery plans.
Analyst – Infrastructure V	Provide Energy Management Application Software and Energy Management System product set maintenance and support. Responsibilities include supporting operating systems, databases, computer configuration and local area network; assisting with the evaluation, planning and coordination of installation, implementation, and maintenance of EMS functional components; assisting with the design and development of computer applications systems; assisting with the analysis and development of solutions for major computer problems.
Analyst – Infrastructure IV	Provide technical support for compliance with NERC Critical Infrastructure Protection (CIP) Cyber Security Standards as well as for other NERC, FERC, and Homeland Security regulatory requirements. Assist with the development and maintenance of CIP policies and procedures to ensure compliance for Critical Cyber Asset (CCA) networks, applications and hardware. Provide support for Energy Management System (EMS) hardware and software, functional applications, computer network management and user interfaces.
Analyst – Infrastructure V	Provide support for Energy Management System (EMS) computer infrastructure. Responsibilities include providing support for MS Windows and AIX hardware/software platforms, computer network management, security patch management, anti-virus software maintenance, electronic access controls, electronic access monitoring, information protection, test procedures, incident response planning and recovery plans. The primary focus of this position is to assist in the development and enhancement of processes, procedures, and other deliverables required for compliance with evolving NERC CIP Cyber Security Standards.
Engineer – Network III	Provide technical support for compliance with NERC Critical Infrastructure Protection (CIP) Cyber Security Standards as well as for other NERC, FERC, and Homeland Security regulatory requirements. Assist with the development and maintenance of CIP policies and procedures to ensure compliance for Critical Cyber Asset (CCA) networks, applications and hardware. Provide support for Energy Management System (EMS) hardware and software, functional applications, computer network management and user interfaces.

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Programmer System II	Provide System Application Software, Basic Application Software and Energy Management System product set maintenance and support. Responsibilities include supporting databases and computer configuration; planning and coordinating the installation, implementation, and maintenance of EMS functional components; designing and developing advanced computer applications systems; and analyzing and solving computer problems.
Programmer System II	Provide System Application Software, Basic Application Software and Energy Management System product set maintenance and support. Responsibilities include supporting operating systems, databases, and computer configuration; planning and coordinating the installation, implementation, and maintenance of EMS functional components; designing and developing advanced computer applications systems; analyzing and solving computer problems; developing and maintaining Inter-Regional Security Network (ISN) ICCP node; and assisting other programmers.
Supv – Energy Mgt Sys Engr Applic	Provide daily supervision of personnel supporting EMS applications such as SCADA, Automatic Generation Control (AGC), Control Performance Standards (CPS), Network Applications, Operator Training Simulator and Load Shed. Provide EMS technical support and maintenance for SCADA, AGC, CPS, and reliability applications to support System Control and Operations Planning.
Engineer – IV	Provide EMS technical support and maintenance for SCADA, Automatic Generation Control (AGC) and Control Performance Standards (CPS).
Spec – Power Sup Reliability III	Provide EMS technical support and maintenance for Network Applications power system model, mapping of real-time data, visualization tools used to display real-time measurements/study results, and Load Shed.
Spec – Power Sup Reliability II	Provide EMS technical support and maintenance for the Network Applications power system model, Network Application tools used for contingency/reliability analyses, and the Operator Training Simulator used for training System Controllers.
Analyst – Infrastructure II	Provide support for Energy Management System (EMS) computer infrastructure. Responsibilities include providing maintenance for EMS visualization tools used to display real-time measurements, technical support for the EMS data historian(s), alarm descriptions, and operating guides.

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Job Title	Job Description
Electric Transmission Support (SCE&G)	
Mgr – Elec Transmission Sup – SCEG	This position is responsible for all wholesale transmission customers and contracts; for administration, filing and managing the SCE&G OATT; electric transmission rate analysis and filing; managing the administration of billing and accounting; review, tracking and analyzing standards and requirements of NAESB and other FERC documents.
Engineer – III	The position is responsible for administering SCE&G's interconnection programs and assisting with the other functions of the Electric Transmission Support Department.
Operations Planning (SCE&G)	
Mgr – Operations Planning	Manages the Operations Planning Department in preparation of Load Forecasts of Native Load Customer Demand and oversight of SCE&G Open-Access Contracting and Transmission billing functions, reviews/approves resource commitment plan to meet Native Load Customer Demand while ensuring adequate Reserve Obligations are maintained and oversees energy accounting with neighboring utilities. Directly advises System Controllers on resource dispatch decisions. Communicates with generating plants within Control Area to coordinate outages/reduction information. Oversees real-time load flow and contingency analysis.
Spec – Power Sup Reliability III	Serves as a Subject Matter Expert in the areas of: preparation for and participation in internal and external compliance audits; developing and delivering training for Transmission Operations to NERC-Certified System Operators; developing tools and processes/procedures for Operations Planning/System Control groups including OATi products; interfacing with SCE&G nuclear plant personnel to develop and maintain interface agreements and other required regulatory procedures. Represents SCE&G on various VACAR committees and serves in leadership roles on those committees as required. This position may also assist with other Operations Planning support functions such as: prepares forecasts of Native Load Customer Demand and reviews/approves resource commitment plan; directly advises System Controllers on resource dispatch decisions; communicates with generating plants to coordinate outages/reduction information; performs preliminary load flow and transfer studies and analyzes system conditions and contingencies.
Engineer – III	Prepares forecasts of Native Load Customer Demand and reviews/approves resource commitment plan. Directly advises System Controllers on resource dispatch decisions. Communicates with generating plants to coordinate outages/reduction information. Assists in Transmission Billing calculations and month end energy accounting with neighboring utilities. Performs preliminary load flow and transfer studies and analyzes system conditions and contingencies.

JOB TITLES DESCRIPTIONS FOR TRANSMISSION FUNCTION EMPLOYEES

Job Title	Job Description
Supv – Reliability Desk	Supervises and provides direction to the Reliability Desk group within the Operations Planning department; responds to emergency situations and provides direction for implementing solutions; ensures compliance with SERC, NERC, and FERC requirements related to the Reliability Desk functions; provides technical expertise for software systems and models.
Spec – Power Sup Reliability II	Responsible for contingency analysis and reliability analysis of transmission system. This position has the responsibility and authority to implement real-time actions to ensure the stable and reliable operation of the Bulk Electric System. Employees responsible for the operation and maintenance of generation and transmission equipment are subject to this authority. This position is responsible for complying with the NERC Certification at the highest level (currently Reliability Operator).
Spec – Power Sup Reliability I	This position is responsible for developing an understanding of contingency analysis and reliability analysis of the transmission system, as well as developing an understanding of the responsibility and authority to implement real-time actions to ensure the stable and reliable operation of the Bulk Electric System. This is a trainee position. As a trainee, upon completion of NERC Certification at the highest level (currently Reliability Operator), this position may fulfill duties of a Power Sup Reliability Spec II on a temporary basis to finalize training.
System Control (SCE&G)	
Mgr – System Control Center	This position is responsible for directing activities associated with the continuous operation and maintenance of the bulk electric generation and transmission system. Additional responsibilities include the participation in various national, regional, and local organizations to represent SCE&G and to take part in industry task forces dealing with operational and strategic issues.
Controller – System – Sr.	This position is responsible for the coordination of transmission outage requests and generation resources, and directing shift activities in the control room as well as duties listed under the System Controller position. This position has the responsibility and authority to implement real-time actions to ensure the stable and reliable operation of the Bulk Electric System. Employees responsible for the operation and maintenance of generation and transmission equipment are subject to this authority. This position is responsible for complying with the NERC reliability standards and must hold and maintain NERC Certification at the highest level (currently Reliability Operator).
Project Manager – System Control	This position is responsible for various SCE&G projects related to operation of the Bulk Electric System (BES). This position is System Control's primary Subject Matter Expert (SME) in matters related to department operations, tools, equipment, NECR Standards, etc. This position also interacts directly with subject matter experts (SME's) from other internal company groups such as Generation, Power Delivery, Distribution, Communications, IT, etc. to consult and advise on system control activities, capabilities and projects to ensure consistent and reliable communication and successful completion, implementation, and operation of coordinating and completing tasks required to fulfill department responsibilities such as regulatory and regional reporting.

JOB TITLES DESCRIPTIONS FOR TRANSMISSION FUNCTION EMPLOYEES

Job Title	Job Description
Trainer – Operations	This position is responsible for organizing and providing continuing education training to existing System Controllers as well as preparation training to Associate System Controllers.
Supv – System Control Center	This position is responsible for directing shift activities in the control center and providing oversight to the system controllers on shift, as well as duties listed under System Controller position.
Controller – System	This position is responsible for operational coordination of generation resources, monitoring and controlling the SCE&G transmission to ensure reliable interconnected system operations and management of SCE&G's open access transmission and ancillary service market. These duties include real time generation control, real time interchange transaction and transmission access management, real time security coordination, transmission switching, and coordination of transmission field operations. This position has the responsibility and authority to implement real-time actions to ensure the stable and reliable operation of the Bulk Electric System. Employees responsible for the operation and maintenance of generation and transmission equipment are subject to this authority. This position is responsible for complying with the NERC reliability standards and must hold and maintain NERC Certification at the highest level (currently Reliability Operator).
Controller – System Associate	This position is responsible for operational coordination of generation resources, monitoring and controlling the SCE&G transmission to ensure reliable interconnected system operations and management of SCE&G's open access transmission and ancillary service market. These duties include developing an understanding of real time generation control, real time interchange transaction and transmission access management, real time security coordination, transmission switching, and coordination of transmission field operations. This is a trainee position. As a trainee, upon completion of NERC Certification, this position may fulfill duties of a System Controller on a temporary basis to finalize training.
Transmission Planning (SCE&G)	
Mgr – Transmission Planning	This position is responsible for the analysis and planning of South Carolina Electric & Gas's transmission network for service to customers and all interconnection transmission facilities with neighboring utilities. This includes future planning studies, system performance appraisal studies and analytical studies dealing with the steady state and dynamic operation of interconnected power systems. This position participates in a number of sub-regional, regional and inter-regional (NERC) reliability groups that focus on the future development of the overall interconnected network. Responsible for system impact studies to support transmission service requests, generator interconnections, modeling and for the calculation of available transfer capability (13 months or longer). Responsible for studies with other transmission providers to assure the coordinated operation of a reliable bulk power system on a regional and inter-regional basis. Also participates in other NERC reliability activities and develops appropriate operating procedures and guidelines for use by System Operations.

JOB TITLES DESCRIPTIONS FOR TRANSMISSION FUNCTION EMPLOYEES

Job Title	Job Description
Analyst	This position is responsible for assisting the Transmission Planning engineer to run and analyze transmission studies. Reviews and updates power system models for planning purposes. This position serves on industry working groups and committees relating to power flow and transfer capability.
Engineer – IV	This position oversees and manages the schedule and report creation for all Feasibility, System Impact, Optional Upgrade and Facilities Studies associated with Transmission Service Requests and Generator Interconnection requests per the SCE&G OATT and the SCGIP. Coordinates all associated departmental study efforts and tracks/post actual study performance. Performs motor start studies, breaker evaluations, ground switch analysis and equivalent outside modeling.
Supv – Transmission Plan Studies	This position oversees all regional and inter - regional, SCRTP, CTPA, EIPC and special study activities, including Transmission Service Studies and Generator Interconnection Studies per the SCE&G OATT and the SCGIP. This position also coordinates all departmental compliance filings and activities associated with ERO standards. This position serves on industry working groups and committees relating to compliance and power system assessment efforts.
Engineer – Sr.	This position performs studies of transmission expansion projects. Performs Generator Interconnection studies. Supports Transmission Operators, Transmission Engineering, Substation Engineering, and System Protection on issues related to the implementation of projects. Creates and maintains the power system models (base cases) used in power flow and dynamics simulators for planning purposes. Performs studies to determine compliance with applicable planning standards and criteria over the 10 year planning horizon. Maintains computer simulation software. Performs special studies of emergent transmission system conditions. Supports System Control by providing information and training to System Control personnel on transmission constraints and operating procedures that will reduce or remove the constraints. This position assists in conducting stability studies on SCE&G's system as required by system events, the NRC, emergent system needs, or to evaluate proposed interconnected generators. Determines the seasonal and future power transfer capabilities of the SCE&G transmission system. Conducts Impact Studies and Facility Studies, as required to evaluate the impact of a transmission service request on system transfer capability. Other responsibilities include the analyses of LIDAR results of transmission facilities, overseeing transmission line rating changes, and maintaining transmission line ratings in the transmission facilities database. This position assists in meeting reliability standard compliance and providing documentation in support of ERO audits. Serves on industry working groups and committees relating to power flow, stability, and transfer capability.
Engineer – IV	This position is responsible for determining options on the transmission/distribution systems to serve new Transmission/distribution load and growth in existing transmission/distribution load. This position conducts Feasibility, System Impact, Optional Upgrade and Facility Studies associated with Transmission Service Requests and Generator Interconnection requests per the SCE&G OATT. This position develops load connection projects and service modifications and improvements for distribution and industrial customers and provides input into the development of the dispersed substation load forecast to be used in power system modeling. This position also assists in managing the associated study contracts and tracks/post actual study performance. Other responsibilities include the analyses of LIDAR results of transmission facilities. This position assists in meeting reliability standard compliance and providing documentation in support of ERO audits. This position investigates computer software applications for use in Transmission Planning studies. This position serves on industry working groups related to dynamics and interconnections. This position supports Transmission Planning's interactions with generation operations.

JOB TITLES DESCRIPTIONS FOR TRANSMISSION FUNCTION EMPLOYEES

Job Title	Job Description
Engineer – IV	<p>This position performs departmental work responsibilities including participating in the Electric Reliability Organization (ERO) Standards development process, ensuring SCE&G compliance to approved and applicable ERO standards related to planning and system design, planning of transmission facilities including contingency analyses, alternative development and evaluation, solution selection, power circuit breaker analyses, transmission stability analyses and power system base case development. Other responsibilities include performing transmission and sub-transmission planning studies, conducting Generator Interconnect Feasibility Studies, System Impact Studies, and Facilities Studies for new generators that request connection to the SCE&G transmission system. Responsibilities also includes conducting similar studies for wholesale customers who request Transmission Service on the SCE&G transmission system, Capacity Benefit Margin (CBM) and Transmission Reliability Margin (TRM) determination and reporting. Additional responsibilities include analyzing transmission projects schedule impacts on operations, providing information and training to System Control personnel on transmission constraints and operating guides that will reduce or remove the constraints. Also, this position assists in the development of the dispersed substation load forecast to be used in power system modeling. This position performs system loss studies. An additional responsibility of this position is to perform geomagnetic disturbance studies. This position serves on industry working groups and committees relating to power flow, stability, transfer capability, variable energy resources, and geomagnetic disturbances.</p>
Engineer – IV	<p>This position assists in departmental work responsibilities including participating in the Electric Reliability Organization (ERO) Standards development process, ensuring SCE&G compliance to approved and applicable ERO standards related to planning and system design, planning of transmission facilities including contingency analyses, alternative development and evaluation, solution selection, power circuit breaker analyses, transmission stability analyses and power system base case development. Other departmental responsibilities include conducting Generator Interconnect Feasibility Studies, System Impact Studies, and Facility Studies for new generators that request connection to the SCE&G transmission system. Departmental responsibility also includes conducting similar studies for wholesale customers who request Transmission Service on the SCE&G transmission system, Capacity Benefit Margin (CBM) and Transmission Reliability Margin (TRM) determination and reporting. In addition, this position perform transmission loss studies, and assists in performing motor start studies, breaker evaluations, ground switch analysis and equivalent outside modeling. Additional departmental responsibilities include analyzing transmission projects schedule impacts on operations, providing information and training to System Control personnel on transmission constraints and operating guides that will reduce or remove the constraints. Also, this position develops load connection projects and service modifications and improvements. Works with Distribution Planning Operations and the Electric Transmission Support Group to determine the best overall alternative. Assists in determining the adequacy of reactive resources. Tests and confirms that SCE&G's power system (46kV and 33kV) is in compliance with applicable planning standards and criteria over the next 10 years. Performs studies to support System Control and Transmission Operations in the operation and maintenance of SCE&G's 46kV and 33kV systems.</p>
Engineer – III	<p>This position assists in departmental work responsibilities including participating in the Electric Reliability Organization (ERO) Standards development process, ensuring SCE&G compliance to approved and applicable ERO standards related to planning and system design, planning of transmission facilities including contingency analyses, alternative development and evaluation, solution selection, power circuit breaker analyses, transmission stability analyses and power system base case development. Other departmental responsibilities include conducting Generator Interconnect Feasibility Studies, System Impact Studies, and Facility Studies for new generators that request connection to the SCE&G transmission system. Departmental responsibility also includes conducting similar studies for wholesale customers who request Transmission Service on the SCE&G transmission system, Capacity Benefit Margin (CBM) and Transmission Reliability Margin (TRM) determination and reporting. Additional departmental responsibilities include analyzing transmission projects, schedule impacts on operations, providing information and training to System Control personnel on transmission constraints and operating guides that will reduce or remove the constraints. Also, this position develops load connection projects and service modifications and improvements. Assists in determining the adequacy of reactive resources. Works with Distribution Planning Operations and the Electric Transmission Support Group to determine the best overall alternative. Tests and confirms that SCE&G's power system (46kV and 33kV) is in compliance with applicable planning standards and criteria over the next 10 years. Performs studies to support System Control and Transmission Operations in the operation and maintenance of SCE&G's 46kV and 33kV systems.</p>

JOB TITLES DESCRIPTIONS FOR TRANSMISSION FUNCTION EMPLOYEES

Job Title	Job Description
Engineer – II (VACANT)	This position assists in and may perform studies for internal planning and transmission expansion projects and to support System Control and Transmission Operations in the operation and maintenance of SCE&G's for 33kV – 230kV voltage level facilities. This position assists in evaluating transmission service requests under SCE&G's OATT. Assists in performing substation dispersed load forecasting and load data validation. Determines the adequacy of reactive resources. Assists in creating and maintaining the power system models (base cases) used in power flow and dynamics simulators for planning purposes. This position assists in conducting Generator Interconnect Feasibility Studies, System Impact Studies, and Facilities Studies for new generators that request connection to the SCE&G transmission system. This position assists in performing stability studies on the SCE&G and the interconnected system. In addition, this position assists in performing transmission loss studies, and assists in performing motor start studies, breaker evaluations, ground switch analysis and equivalent outside modeling. Determines the adequacy of reactive resources. This position assists in meeting reliability standard compliance and providing documentation in support of ERO audits. Serves on industry working groups and committees relating to reactive resources and voltage requirements.

Electric Transmission Engineering and Field Operations (SCE&G)

Management (SCE&G)

Gen Mgr – Elec Tran/Const	General manager in charge of a staff of managers and related technical staff and craft personnel responsible for the safety, engineering, design, construction, maintenance, and operations of the all existing and new electric and transmission infrastructure.
Mgr – Power Delivery Operations	Responsible for the maintenance and construction of transmission and substation infrastructure as directed by System Control and System Planning. Interfaces with distribution and power generation facilities to coordinate outages, relaying, and other maintenance activities. Manages a large contingent of technical and craft personnel that perform front-line functions. Responsible for 24/7 call out of same technical and craft group in order to respond to system outages or other emergencies.
Mgr – Power Delivery Engineering	Responsible for a staff of managers and related technical staff responsible for the safety, engineering, and design of the all existing and new electric transmission infrastructure.

JOB TITLES DESCRIPTIONS FOR TRANSMISSION FUNCTION EMPLOYEES

Job Title	Job Description
Project Manager – Transmission	This position serves as the subject matter expert to consult/advise the Electric Transmission/Construction General Manager and the project management team and provide oversight for the day-to-day, tactical, and strategic operations to ensure the successful and timely completion of major transmission projects.
Relay & SCADA Engineering (SCE&G)	
Mgr – System Protection & SCADA Appl	Manager in charge of a staff of engineers and technicians responsible for the design and application of protective relaying and SCADA for electric substations and transmission lines. Manager responsible for protective relay settings philosophy, protective relay settings development, relay system designs, system disturbance and fault analysis, and engineering assistance to field relay groups. Manager also personally performs these functions as well as supervises and coordinates others performing these functions.
Supv – Engineering	This position performs supervisory duties over a group of Relay Applications Engineers and Relay Technical Specialists. This position also performs project work associated with protective relay settings development; relay system designs, system disturbance, fault analysis, and engineering assistance to field relay groups. This position will also lead the Relay & SCADA Engineering and Operations Committee.
Engineer – IV	Engineers classification performing project work associated with their assigned group including protective relay settings development, relay system designs, system disturbance and fault analysis, and engineering assistance to field relay groups.
Spec – Relay Technical III	Lead the implementation and administration of Enoserv Powerbase and RTS software to assure that relay settings and test record documentation complies with NERC reliability standards. Fulfills data requests for internal and external audits. Responsible for development and maintenance of protective relay test plans to be used by relay field operations personnel. Responsibilities also include training of field personnel, resolution of issues associated with relay testing, tracking the status of the relay testing and maintenance program, and other duties as assigned.
Spec – Relay Technical III	Develops protective relay standards and designs relay panels.

JOB TITLES DESCRIPTIONS FOR TRANSMISSION FUNCTION EMPLOYEES

Job Title	Job Description
Spec – Relay Technical III	Responsible for the development and implementation of Engineering Access relay communications. Assists with the implementation and administration of Enoserv Powerbase and RTS software. Assists with the development and maintenance of protective relay test plans to be used by relay field operations personnel. Assist with training of field personnel, resolution of issues associated with relay testing and tracking the status of the relay testing and maintenance program.
Engineer – Sr.	Team Leader responsible for development of standards for transmission and distribution SCADA standards, RTU designs and configurations, construction of RTUs for field installation and supervision of small technical staff.
Engineer – IV	Lead the development and implementation of software associated with access to cyber assets. Provides guidance in the use of computer systems/databases to improve other record keeping activities associated with SCADA and protective relay activities. Develops SCADA RTU standards and RTU configurations for Transmission, Distribution, and Generating Station remote terminal units. Develops work orders as needed and purchase requisitions for RTUs and associated equipment. Coordinates with Relay applications personnel in developing point lists and provides point lists to and coordinates with personnel operating the transmission EMS and distribution SCADA master station. Assists field technicians in installation and trouble resolution.
Engineer – I	Develop configurations for Transmission, Distribution, and Generating Station remote terminal units (RTUs). Manages assigned SCADA projects ensuring equipment is ordered and received on time. Coordinate with Relay Applications confirming RTU-to-Relay point mapping/settings are in synch for proper substation equipment operation. Provide EMS/DCS Computer Support accurate RTU database point mapping information. Support Relay & SCADA Operations in installation and/or troubleshooting of SCADA equipment.
Spec – Technical III	Constructs, configures and tests RTU panels, assists with trouble resolution, tracks parts repair and inventory, and other duties of assigned group.
Substation Engineering (SCE&G)	
Mgr – Substation Engineering	Manager in charge of a staff of engineers and technicians responsible for the design of electric substations.

JOB TITLES DESCRIPTIONS FOR TRANSMISSION FUNCTION EMPLOYEES

Job Title	Job Description
Engineer – Sr.	Team Leader responsible for coordinating and reviewing the design work of other engineers and technical specialists as it relates to the engineering design and retrofit of new and existing electric substation infrastructure.
Engineer – IV	Engineer classification performing project work associated with their assigned group.
Engineer – III	Engineer classification performing project work associated with their assigned group.
Engineer – II	Engineer classification performing project work associated with their assigned group.
Spec – Technical III (VACANT)	Technical classification performing project work associated with their assigned group.
Spec – Technical II	Technical classification performing project work associated with their assigned group.
Siting-Surveying & Permitting (SCE&G)	

JOB TITLES DESCRIPTIONS FOR TRANSMISSION FUNCTION EMPLOYEES

Job Title	Job Description
Supervisor - Engineering	Supervisor in charge of a staff of engineers, technicians, and land surveyors responsible for conducting siting studies to site new substations and new transmission line corridors. Also responsible for the permitting of same.
Engineer – IV	Engineer devoted to the routing, siting, and permitting associated with their assigned group.
Spec – Technical II (VACANT)	Different classifications of Technicians doing siting and permitting associated with their assigned group.
PD Material Equipment Standards (SCE&G)	
Mgr – Pwr Del Mat Equip Stand	Manager in charge of a staff of engineers, technicians, and draftsmen responsible for generating the equipment specifications and technical standards for the electric transmission and substation system, and to support the Power Delivery Engineering CAD drawing system. Also a liaison with computer IT programmers to write and modify computer programs used by the Power Delivery Engineering and Operations groups.
Engineer – IV	Engineering classification performing materials, equipment, and standards work associated with their assigned group.
Spec – Technical III	Technician classification performing project work associated with their assigned group.

JOB TITLES DESCRIPTIONS FOR TRANSMISSION FUNCTION EMPLOYEES

Job Title	Job Description
Spec – Technical II	Technician classification performing project work associated with their assigned group.
Spec – Technical I	Technician classification performing project work associated with their assigned group.
Spec – Drafting Support (VACANT)	Plots and makes copies of engineering drawings for Power Delivery staff. Keeps drawing files accurate and up to date.
Spec – Computer Aided Drafting	Technical classification responsible for administering computer aided drafting applications and performing project work associated with developing engineering and design standards.
Engineer – Sr.	Team Leader supervising development of protective relay standards. Also designs assigned substation projects requiring protective relay experience.
Spec – Technical III	Specialized drafter-designers producing CAD drawings for protective relay standards and developing detailed designs and CAD drawings for assigned substation projects.
Spec – Technical II	Specialized drafter-designers producing CAD drawings for protective relay standards and developing detailed designs and CAD drawings for assigned substation projects.

JOB TITLES DESCRIPTIONS FOR TRANSMISSION FUNCTION EMPLOYEES

Job Title	Job Description
Supv – Drafting Services	Supervisor in charge of a drafting services group that produce drawings which depict the physical and electrical arrangement of electrical substations.
Draftsman – Sr.	Draftsman classification performing project CAD drawings associated with their assigned group.
Draftsman	Performing structural and electrical red-line markups on CAD drawings and limited project drafting.
Transmission Engineering (SCE&G)	
Mgr – Transmission Engineering	Manager in charge of a staff of engineers and technicians responsible for transmission line design.
Engineer – IV	Engineer classification performing project work associated with their assigned group.
Engineer – III	Engineer classification performing project work associated with their assigned group.

JOB TITLES DESCRIPTIONS FOR TRANSMISSION FUNCTION EMPLOYEES

Job Title	Job Description
Engineer – II	Engineer classification performing project work associated with their assigned group.
Spec – Technical II	Technician classification performing project work associated with their assigned group.
 Dominion Energy Virginia - Electric Transmission	
Manager, Electric Transmission System Operations Engineering	Directs the operation and support of System Operation's Energy Management System (EMS) which provides 24 hour/7 day/week real-time monitoring and control of the Company's electric transmission system.
Project Manager, Electric Transmission System Operations	Provides management with strong technical leadership within System Operations. Possesses and applies advanced knowledge and technical skills to solve complex operating problems. Serves as a management consultant on complex operating problems and issues. Advises staff concerning compliance with NERC Reliability Standards. Assists in development and evaluation of emergency response programs. May perform independent research to find innovative and cost effective solutions to operational problems.
Supervisor, Electric Transmission Operations	Supervises system operators and schedules generation/interchange to provide resources to meet load requirements in most reliable, economical and safest manner.
Coordinator, Transmission Operations Procedures	Coordinates transmission operating instructions and related information for the System Operations Center. Develops, implements and maintains updated procedures for power system/transmission operations.

JOB TITLES DESCRIPTIONS FOR TRANSMISSION FUNCTION EMPLOYEES

Job Title	Job Description
Engineer	Provides engineering support including engineering calculations, analysis, research and design.
Transmission System Operator	Operates the transmission power system to maintain a reliable energy supply and protect the safety of personnel and equipment.
Contractor, Electric Transmission Operations	Supports the operations of the transmission power system to maintain a reliable energy supply and assists in ensuring the protective safety of personnel and equipment.
Coordinator, Transmission Operations	Provides support for System Operations by performing one or more of the following functions: Effectively interface with affected parties as the representative of the System Operations Center for any customer issues and concerns related to electric transmission operations. Effectively interface with affected parties as the representative of the System Operations Center for any outage scheduling issues and concerns related to electric transmission operations. Act in a capacity to backup any of the other Coordinator of System Operations functions when necessary.
Manager, Electric Transmission SOC Planning	Oversees the engineering support required by the System Operations Center for both real-time and Operational Planning. Assists with the assessment, analysis, and recommendation of current and new projects to ensure scope is defined, design basis and schedule are determined and maintained. Provide System Operations Engineering support to Project Management for outage scheduling, constructability issues, and overall project support. Study of all planned transmission outages, with primary focus on long-term analysis and assessment. Manage and collaborate outage efforts with PJM and neighboring utilities. Provide engineering interface with other departments as needed, such as Regional Operation Center. Provide adequate updates to all departments of system conditions, contingency reports and overall outage schedule progression.
Manager, Electric Transmission System Operations	Manages the real-time operation of the electric transmission system including transmission operations, coordination with PJM, coordination with neighboring utilities, coordination with wholesale Load Serving Entities, voltage management coordination with electric generators, and coordinating with the Distribution Regional Operations Centers. All planned outages in the Dominion transmission grid must be coordinated through this position. All switching orders are issued under the overall direction of this Manager. In addition, this role is responsible for the management of the recovery from unplanned events, such as transmission lockouts. Compliance with all regulatory requirements and Standards is required at all times. Serves as company representative on industry committees, such as the PJM SOS-T, as assigned. Perform other duties as requested or assigned.
Manager - Electric Transmission System Operations Support	This position is responsible for overseeing the programs required to ensure national and regional certification of the Dominion Local Control Center (LCC) Transmission Operators as required by PJM as well as the development, administration and maintenance of the System Operator Training Program. This position also oversees technical and administrative support for the real time and short term operation of the System Operations Center as it relates to safety, reliability, regulatory, and statutory compliance as well as interaction with outside groups such as PJM, NERC, SERC, and VACAR. This position also oversees the development and maintenance of procedures, manuals, and emergency plans and coordination of emergency exercises and drills.

JOB TITLES DESCRIPTIONS FOR TRANSMISSION FUNCTION EMPLOYEES

Job Title	Job Description
Director - Electric Transmission Planning & Strategic Initiatives	<p>This role supports the Virginia Power growth strategy by leading the effort to expand Electric Transmission's business development beyond Virginia Power's traditional footprint. Develops strategy for expansion of electric transmission business. Identifies prospective electric transmission development opportunities that drive capital investment and net income growth. Directs evaluation, analysis, and due diligence activities. Establishes and cultivates a network of industry contacts in order to facilitate new opportunities for electric transmission expansion.</p> <p>Direct activities of Electric Transmission in the areas of planning, stability, power flow modeling and marketing. Insure compliance with all federal requirements for transmission planning. Serve as company spokesperson on technical issues regarding new transmission lines with local, state, & federal government, media, civic and community groups. Represent Electric Transmission on various NERC, SERC, PJM, and state legislative committees as needed and influence a positive outcome. Coordinate public workshops and deliver informational sessions concerning proposed routes. Collect congestion pricing and market data, analyze trends and identify impact within market area. Provide testimony to Public Utility Commissions relating to new transmission lines. Communicate long term transmission plan with each affected city and county. Coordinate transmission plan with PJM's regional transmission plan. Perform other duties as requested or assigned.</p>
Manager - Electric Transmission Planning & Strategic Initiatives	<p>This role supports the Dominion Energy Virginia growth strategy by managing the effort to expand Electric Transmission's business development within and beyond Dominion Energy Virginia's traditional footprint. Assists with development and implementation of strategic expansion plans for the electric transmission business. Assists with the identification of prospective electric transmission development opportunities that drive capital investment and net income growth. Manages evaluation, analysis, and due diligence activities. Assists with the cultivation of a network of industry contacts in order to facilitate new opportunities for electric transmission expansion. Must also stay informed of changes in transmission industry planning protocol at the federal, state, and RTO level.</p>
Transmission Planning Manager	<p>Provides management for the development of the long-range transmission expansion plan to assure a reliable transmission system to meet forecasted customer demand in accordance with the mandatory NERC Reliability Standards. Management responsibilities include serving on the PJM Planning Committee which sets the PJM RTO planning guidelines and overseeing the planning activities for Dominion Energy as required by the PJM Regional Transmission Expansion Planning process. Supervising the activities of load flow and stability planning engineers responsible for the development of the transmission expansion plans to meet the reliable interconnection of all end use customers of the transmission system. This includes generation owners, military facilities, and federal, state, and local governments, as well as various cooperatives. Oversee engineers that are responsible for interregional planning activities within SERC and the VACAR sub-region of SERC. Assure all transmission reliability assessments are performed and documentation maintained to assure compliance with all NERC Reliability Standards associated with transmission planning. Provide testimony to public utility commissions relating to proving need for new transmission lines required to meet system reliability. This role supports the DEV growth strategy by supervising the effort to expand Electric Transmission's business development within DEV's traditional footprint. Assists with the identification of prospective electric transmission development opportunities that drive capital investment and net income growth.</p> <p>Provides supervision of engineers that develop the long-range transmission expansion plans to assure a reliable transmission system to meet forecasted customer demand in accordance with the mandatory NERC Reliability Standards. Responsibilities include Supervising the activities of load flow planning engineers responsible for the development of the transmission expansion plans to meet the reliable interconnection of all end use customers of the Dominion Energy Virginia's transmission system. This includes generation owners, military facilities, and federal, state, and local governments, as well as various cooperatives. Assure all transmission reliability assessments are performed and documentation maintained to assure compliance with all NERC Reliability Standards associated with transmission planning. Provide testimony to public utility commissions relating to proving need for new transmission lines required to meet system reliability.</p>

JOB TITLES DESCRIPTIONS FOR TRANSMISSION FUNCTION EMPLOYEES

Job Title

Intern – SOC

Job Description

Responsible for several aspects of engineering work related to Dominion Energy's system operations center planning and engineering activities.

Process Assistant

Assists with the specialized processing of transmission function information, documents or materials to include: selecting and compiling data; performing calculations to translate data and information into required results and investigating and providing routine explanations of variations from generally expected results.