

Transmission-Function Employee Job Descriptions

Job Title	Description
APPR TRANSMISSION OPER ELEC	Support the electric Transmission Operator and Balancing Authority Area crews at the Control Center.
CONSULTANT GRID OPERATIONS	Responsibilities include providing support for Grid Operations Real-time and services in Compliance and budgeting activities. Also responsible for active support and training of Grid Operations real-time Contingency Analysis Engineers including actual creation of documentation, training activities and reporting for all of Grid Operations including the Operations group and Transmission Services
DIRECTOR REGIONAL TRANS POLICY & GRID	Responsible for all aspects of the company's commercial and reliability transmission operations including the Control Center real-time dispatch operations, gas and electric transmission services functions, transmission asset optimization, generation, load and transmission interconnection, contracts and FERC tariff functions.
DIRECTOR INTERIM TRANS PLANNING	Responsible for overseeing local area electric transmission planning in the service area, and ensuring that all associated regulatory requirements are met; oversees electric transmission load interconnection studies, outage studies, and other operational studies as required. Oversee gas and electric distribution planning and capacity studies.
ENGINEER	Maintain and update O&M standards and review updates. Design or create material, labor, engineering and supervision estimates for gas or electric distribution extensions. Design expansion projects, creation of material lists and coordination of material ordering. Design and create estimates for gas or electric distribution lines. Design and create estimates for gas meter fits, gas regulator stations, gas farm taps and town border stations.
ENGINEER	Responsibilities include the design of new electric and gas facilities, and supervision of the maintenance and operations of large gas metering and corrosion control activities.
ENGINEER	Analyze and engineer control systems, applications, operating systems on the electric transmission SCADA and energy scheduling systems.
ENGINEER	Designs and troubleshoots the protection and remote control of the electric system.
ENGINEER	Designs, plans, constructs and maintains the GTS SCADA system. Designs, develops and maintains various GTS databases; trouble shoots GTS facilities including transmission pipelines and compressor stations and M&R equipment.
ENGINEER	Responsible for electric transmission pre-schedules, handling of regulatory tags, and information reporting. Administers contracts. Involved in the marketing of the electric transmission system. Performs transmission scheduling functions, determines Available Transmission Capacity (ATC), uses the OATI Scheduling System and the Open Access Same-time Information System (OASIS), including processing of long term requests and pre-scheduling on the electric transmission system; learns the monthly billing and reporting process.
ENGINEER SR	Manage and/or provide technical support for USB research and development, renewable generation, and conservation related programs. Coordinate review and contracting for net metering and distributed generation projects installed on NWE's system.
INTERN ENGINEER	Model existing transmission lines and complete engineering analysis. Review standards and work on material codes with standards group. Will also research materials and wrote corresponding reports.
MANAGER GRID REALTIME & SCADA OPS	Responsible for all Real-time Grid Operations activities, training in accordance with the NERC Certification requirements; administering JATC Operator Apprentice program; 24/7/365 support for the Real-time Operations; coordination between the BT Department personnel regarding SCADA applications necessary for the real-time Operator duties.
MANAGER REGIONAL SYSTEM PLANNING	Responsible for regional electric transmission planning studies, understanding and complying with regulatory planning requirements and to participate in formulating of transmission planning compliance filings.
MANAGER TRNS SERVICES & OPS SUPPORT	Responsible for NWE OASIS and Tariff Management and all activities relative to FERC Compliance; support for the Grid Operations Real-time Electric System Schedulers to ensure that all Transmission scheduling will be done per the NWE Tariff and business practices; ensure that the OASIS activities meet all applicable NERC Standards; ensure that the Consultant can perform the Gap analysis and create documentation to ensure NERC compliance.
OPERATOR TRANS GAS-PRE 3/21/14	Responsible for controlling and monitoring flows and pressures on the Northwestern Energy and Havre Pipeline Company natural gas transmission, storage, distribution, and production systems located in MT, SD and NE.
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OPERATOR TRANSMISSION ELEC	Responsible for controlling, scheduling, and monitoring flows on the NWMT electric transmission system, including transmission tie lines with other utilities and recording and reporting transmission system data. Also has the responsibility and authority to implement real-time actions that ensure stable and reliable operations of the bulk electric transmission system.
OPERATOR TRANSMISSION LEAD	On-shift supervisor for individual crews during real-time control area operations of the electric transmission system in MT, SD and NE.
SPECIALIST ELEC TRANSMISSION	Responsible for electric transmission pre-schedules, handling of regulatory tags, and information reporting. Administers contracts. Involved in the marketing of the electric transmission system. Performs transmission scheduling functions, determines Available Transmission Capacity (ATC), uses the OATI Scheduling System and the Open Access Same-time Information System (OASIS), including processing of long term requests and pre-scheduling on the Company's Electric Transmission System; learns the monthly billing and reporting process.