

Doyon Utilities, LLC
Job Description

JOB TITLE	Meter Data Management System Technician	LOCATION	HDQ Information Systems
REPORTS TO	Information Systems Director	HOURS	40 Hours per week
TYPE OF POSITION	Full Time, Regular	SCHEDULE	M-F 8am-5pm
WAGE RANGE	DOE	FLSA STATUS	Non-Exempt
BARGAINING GROUP	N/A	DATE	12/16/2015

POSITION OBJECTIVES: Support the utility by maintaining a Meter Data Management System (MDMS), providing reliable data and analyzing that data. Compile the metering data into a comprehensive reporting system.

MAIN ACTIVITIES:

1. Manage utility metering infrastructure and processes
2. Monitor integrity of metering network
3. Responsible for maintaining the day to day Advanced Metering Infrastructure (AMI)
4. Validate data accuracy and reliability of reports generated thru the MDMS
5. Troubleshoot anomalies in system data, reports and hardware
6. Routinely interact with other users and stakeholders
7. Maintain technical competence related to meter management and AMI technology
8. Consistently apply IT technology in the delivery of software projects and systems
9. Compile metering data and summarize data into comprehensive reports
10. Expand system to incorporate new assets and integrate those assets into MDMS
11. Realign AMI configuration to ensure network communication as required

SKILLS AND QUALIFICATIONS:

1. Extensive knowledge of AMI principles and practices
2. Knowledge of metering equipment, applications and limitations
3. Demonstrated ability to apply and communicate networking or IT concepts
4. Exceptional ability to communicate with staff, management, stakeholders and vendors when discussing MDMS issues
5. Knowledge of Test, Diagnostic and Evaluation (TD&E) equipment related to MDMS Instrumentation
6. Exceptional skill in computer applications and networking with an emphasis on application integration
7. Working knowledge of utility operations and metering concepts

CONDITIONS OF EMPLOYMENT:

1. The incumbent is subject to pre-hire and random drug testing in accordance with the published policy of Doyon Utilities.
2. Must be eligible to work on a military installation in Alaska.
3. Must have a valid driver's license issued by the State of Alaska.
4. Willingness and ability to travel to job sites within Alaska.

ENVIRONMENT: The majority of the work is performed in a professional office setting. The work is generally sedentary, requiring routine walking, standing, bending and carrying items weighing less than 40 pounds. Incumbent must be physically capable of visiting DU sites on military installations in Alaska. Reasonable accommodations, according to applicable state and federal laws, will be provided to all qualified individuals with physical or mental disabilities.

EDUCATION AND EXPERIENCE:

1. Post-secondary training related to computer systems technology, metering systems, systems engineering or closely related field is desired. Extensive field experience may be substituted.
2. Five (5) years of experience in field related to instrumentation or system design and installation preferred.
3. Employee is expected to periodically participate in vendor related on-line training to enhance knowledge of vendor products, evaluate various product applications and ensure knowledge remains current with industry trends.

Employee Signature

Date