

## ENGINEERING TECHNICIAN – CONNECTIONS

Elexicon Energy is the fourth-largest municipally owned electricity distributor in Ontario. Our mission is to provide our customers with reliable, affordable energy services and to continuously improve to meet their needs, while ensuring the needs of our shareholders are met through sustainable growth.

As the Engineering Technician - Connections, the successful candidate will join Elexicon Energy's Planning and Connections Team. The successful candidate will play a key role in our day-to-day operations, projects and initiatives that will support our vision of empowering the communities we serve and help customers seize opportunities to ignite a better future and serve as our Engineering Technician - Connections. This is an exciting time to join this growing team as we develop the strategies and plans to support a new brand and vision for customer centricity and operational excellence!

The successful candidate will display a track record that mirrors Elexicon Energy's values of safety, kinship, responsiveness, competence, and mindfulness; and will espouse our motto of "response-ability" in their approach to work.

This position initially reports to the Supervisor, Connections at the Ajax location and is responsible for the daily activities as follows:

### DUTIES AND RESPONSIBILITIES

- + Plan, prepare, review, coordinate and manage servicing projects from start to finish. Prepare contracts and work order packages (including design, cost estimates, material lists, job issues, drawings and service layouts ) for various electricity distribution system projects, including overhead, underground, new service design and obtain all necessary approvals required for construction in accordance with approved standards. Monitor progress of projects and prepare reports, as required.
- + If required, conduct site inspections, gather and maintain field and office records.
- + Prepare and provide input in the development of construction standards and material specifications.
- + Coordinate and schedule connections related field activities with Connections Coordinators, Operations Department and contractors. Supply technical and installation specifications to others, including utility personnel, customers, contractors, regulators and consultants.
- + Liaise with municipal, regional, provincial government staff, other utilities, consultants, developers, contractors, internal and external customers to ensure the timely provision of electrical supply and project execution.
- + Liaise with external contacts (customers, consultants and contractors, IESO, stakeholders etc.) to coordinate implementation of Embedded Generation, Energy Storage and other Renewable Energy

projects from start to finish. Prepare and maintain all related contracts and coordinate with Customer Experience and Wholesale Settlements Departments for billing and account set up in CIS.

- + Process and complete third-party attachment permit requests, maintaining permit data, records and/or databases as required. Be the primary contact for third-party attachment applications.
- + Participate in the Health and Safety programs / meetings / trainings as sanctioned by the Organization or the Department and meet or exceed the workplace safety and health related goals.
- + Other duties as assigned.

## **EDUCATION, SKILLS, AND EXPERIENCE**

### **Education and Experience:**

- + Post-secondary diploma Electrical Technician
- + O.A.C.E.T.T. designation (C.Tech) with Electrical Engineering discipline
- + Possess a valid Ontario Class G Drivers license with a good driving record
- + Minimum of 3 to 5 years relevant experience in the engineering field

### **Key Skills and Experience:**

- + Computer knowledge, including proficiency with AutoCAD and Microsoft Office Suite
- + Ability to read technical drawings and standards
- + Knowledge of GIS systems
- + Knowledge of utility related construction practices
- + Knowledge of Ontario Regulation 22/04
- + Project Management skills
- + Working experience to SpidaCalc or other line design software
- + Excellent safety record and strong safety awareness
- + Be dependable. This role is relied upon to complete assigned work within permitted timelines.
- + Have an exceptional attendance record and proven time management skills
- + Ability to work with minimal supervision
- + Highly motivated team player with strong interpersonal and communication skills to interact with both internal and external clients

Please note: Elexicon's Vaccination Policy requires confirmation of full vaccination status as a condition of employment.

**Interested and qualified applicants are encouraged to submit their resume to:**

hr@elexiconenergy.com by December 27, 2021. Please quote position title that you are applying for in the subject line of your email.

Please note that accommodations can be provided upon request. Only the candidates who meet the qualifications and experience for the position will be contacted for an interview. We thank you for your interest in Elexicon Energy.