

# PPL Electric Utilities Corp

## Transmission Function Employees

### Job Title & Job Descriptions

#### **008901 Abstract & Survey Asst**

Under limited supervision answer Abstracts, write legal property descriptions, make computations on survey problems, assist with survey and drafting duties and assist the Performance & Services Coordinator and the Manager-Real Estate Services in various office functions.

#### **000049 Admin Supervisor**

Provides supervision, direction and reviews the work of assigned staff including responsibility for employee development and performance evaluations. Plans day-to-day departmental operations. Develops and implements work methods, authorizes overtime, and controls costs.

#### **000635 Chief Of Party**

Lead and direct the daily activities of a survey crew. The survey crew is responsible for providing the requested field information necessary to engineer various projects for designers in PPL Electric Utilities and other affiliates of PPL Corporation. Directly supervises two Bargaining Unit employees.

#### **004201 Customer Service Repr-Shift**

Handles verbal and written customer contacts to the Customer Contact Center. Processes and completes all associated follow-up work. Performs Customer Accounting and Credit and Collection functions. In conjunction with System Operator and appropriate supervisors, contacts and dispatches personnel to take care of service problems and emergencies.

#### **005237 DCC Operations Manager**

This position provides customers with safe, reliable and competitively priced electric service through the management of PPL's Distribution Control Center (DCC); including the functions of distribution system operations and emergency operations. Supports the improvements of critical business processes to ensure the safe and efficient operation of the electrical system while maintaining a high level of customer service. This position will provide guidance and direction to other PPL supervisors to support the attainment of department objectives.

#### **005238 DCC Work Manager**

This position provides customers with safe, reliable and competitively priced electric service through the management of PPL's Distribution Control Center (DCC). Responsible for the prioritization, scheduling, preparation and execution of all switching activities on the distribution system for the entire service territory of PPL EU. Serves as a single point of accountability for administering and maintaining thresholds for operating risks on the distribution system. Ensuring proper system configuration, to best achieve work plan while meeting other EU business performance goals, priorities and objectives. Supports the improvements of critical business processes to ensure the management of work and resources for optimal productivity and customer service. This position will provide guidance and direction to other PPL supervisors to support the attainment of department objectives.

#### **009010 Designer-Drafting**

Develop complete drafting design for the most complex drafting projects in the assigned discipline (electrical, mechanical, civil/structural, distribution). Direct and/or prepare detailed drawings and sketches, ensuring the incorporation of standards, procedures and codes consistent with the intent of the responsible engineer. Review engineering drawings and other design drafting products as necessary to ensure overall technical correctness and completeness. Lead other drafters in the planning, organizing and completion of drafting involvement in specific projects, prior to, during and following design and installation. Acts as primary drafting interface with the responsible engineer and drafter on specific projects.

#### **005129 Director Special Projects-EU**

Responsible for the effective completion of transmission and substation related business projects as assigned by the GM Transmission and Substation Operations

#### **005164 Dir-Planning & Engineering**

This position is accountable for providing the necessary engineering, standards and planning services to support the operations and maintenance of PPL's transmission and substation facilities. This person is also responsible to identify future Transmission growth strategy and projects in order to support entry into new markets. This is accomplished by monitoring system and equipment performance, anticipating, defining and preventing problems, identifying and implementing improvements, and resolving unexpected problems. The position determines the required and most economical substation and transmission and substation enhancements and additions that will supply the forecasted load growth within all reliability criteria.

#### **004110 Drafter-Level I**

Under close supervision, perform drafting work of an elementary nature; layout and detail simple engineering work; prepare detailed engineering drawings involving basic design work in the assigned discipline.

#### **005182 Eng/Drafting Administrator**

To perform a variety of managing, controlling, and documenting information being sent to and from contractors. A major focus will be electronic drawing and design information transfers using the Fusion Enterprise process. Ensures that all information is accurate and is updated in the Document Management System & assures quality control when they are returned to PPL. Operates a variety of computer programs using Microsoft Word and Excel Spreadsheet software to manipulate project & drawing data. Prepare reports on contractor project status. Maintains AutoCad License's and updates databases with user information.

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#### **002905 Engineer**

This position is responsible for performing, under supervision, engineering assignments that are varied and may be somewhat difficult in character, but usually involve limited responsibility. Specific job positions may include assignments in planning, designing and overseeing of the construction, installation, operation and maintenance of electric components systems, and facilities used in the generation, transmission, distribution, and utilization of electrical energy. These tasks are normally technical in nature, and require an understanding of concepts required to evaluate alternatives and propose engineering solutions. Activities include assisting in routine and diagnostic testing of components and systems, and engineering studies.

#### **002781 Engrng Design Tech**

Performs assignments associated with detail design, planning and engineering of electrical, mechanical or civil facilities.

#### **002771 Engrng Design Tech-Trainee**

Performs assignments associated with detail design, planning and engineering of electrical, mechanical or civil facilities.

#### **004898 Lead Responsible Engineer**

Manages outside engineering contractors to ensure they deliver a large portfolio of engineered projects that meet PPL specifications, on schedule, and within budget. Determines which projects are best suited to contracting, provides scope documents/bid packages that permits competitive bidding, evaluates the skills of contractors and prepares recommendations for choosing the successful engineering firms. After bids are awarded, prepares detailed engineering packages, obtains and transfers drawings, sets schedules, provides engineering review points, and approves the final engineering package from the contractors for use at PPL. Additionally, manages the relationship between PPL, the Engineering Contractor, and PPL's construction crews as the projects are constructed.

#### **005086 Lead Shift Supv-Distr Ops**

This position provides customers with safe, reliable and competitively priced electric service through the supervision of PPL's electric distribution system operations and dispatching activities during a shift.

This position will provide guidance and direction to other PPL employees to support production of high quality, timely and cost-effective restoration of electrical service and execution of planned work.

#### **004794 Mgr- Distribution Operations**

Decisions are guided by Resource availability and functional objectives. Accountable for the safe operations and performance of the electric distribution system during both normal and emergency conditions on a 24 X 7 basis.

Provides leadership to Managers in the area of System Operations and Dispatch. Key interface to 911 emergency centers and outside organizations for distribution related emergencies and operations of the system within appropriate guidelines and regulations.

#### **001556 Mgr-Substation Engrg**

The purpose of this position is to manage, direct, lead and coach personnel in the Substation Engineering Section of Design Engineering in PPL Electric Utilities. The section is comprised of supervisors, engineers, technicians and drafters who are responsible for the design and drafting of all electrical, civil, structural, protection, control and instrumentation facilities associated with all PPL Electric Utilities substation and switchyard facilities, including Bulk Power, Regional, Area Supply and Generating Station substations and switchyards. In addition, section personnel assist in the development of standards, provide support to the field in specialty areas, and complete project estimates for substation capital work. The section responsibilities include the utility-side protection and protective control systems associated with unit-connected generators and combustion turbines, and the generator-side systems on request and under contract with the generation customers. The section provides similar design products on a consulting basis to customers outside PPL on request and as resources allow. The incumbent assigns work to supervisors, engineers and technicians; monitors section resource requirements (manpower and budget) and delegates drafting activities, including training, drawing files philosophy and technical upgrades to the Drafting Squad Supervisor. The incumbent supervises 8 direct reports, and 31 indirect reports, including both bargaining unit and management employees. The section produces designs for several dozen capital upgrades, customer projects, and generator interconnections each year, totaling \$30 to \$40 million in project costs annually.

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#### **003926 Mgr-Transmission Engineering**

The purpose of this position is to manage, direct, lead and coach the personnel of the Transmission and Distribution Design Section of the Planning & Engineering Services Department of PPL Electric Utilities. The section is responsible for the transmission design aspects of the entire PPL Electric Utilities transmission system which exceeds 3,000 miles of line operating at voltages varying from 69 kV to 500 kV. The section is also responsible to prepare the bulk of the distribution designs for USF projects identified by the planning department. The section produces designs for 450 to 500 capital upgrades, PennDOT and customer relocation projects each year, totaling \$30 to \$40 million in project costs annually. The section responsibilities include the utility-side transmission connections to generators and load customers, and the generator/customer facilities on request and under contract with the generator/customer. The section provides similar design products on a consulting basis to customers outside PPL Electric Utilities on request and as resources allow. The section is comprised of multiple skill set personnel who are responsible for field survey, assistance in the development and updating of design and construction specifications, research, design, project estimating, grading and foundation designs, etc. for transmission and distribution projects on a company wide basis at all voltage levels. Section personnel also provide services and technical assistance to other groups in PPL Electric Utilities.

This position manages personnel who prepare transmission and distribution line designs, civil/structural designs and site layouts for all PPL Electric Utilities, transmission line and substation siting, and surveying functions. This position assigns and monitors section resource requirements, (manpower and budget) and delegates survey and design activities to licensed professional and other technical staff.

#### **004485 Mgr-Transmsn ReglBusns Affairs**

This position manages a group that provides leadership, expertise and support for PPL EU and PPL Corp to develop strategies that assure the reliable, safe, and economic operation of the PPL EU transmission system as part of the PJM RTO. The incumbent provides direction to the corporation as a whole, in addressing PJM and FERC transmission issues in a competitive environment to assure the reliable operation of a robust, competitive, and non-discriminatory electric power market. The incumbent represents the corporation on PJM and industry committees, with legislators and regulators, and with other government and/or regulatory/reliability agencies.

This position will lead the financial regulatory strategy to optimize return on transmission assets and taking full advantage of FERC incentives.

#### **002780 Planning Technician**

To assist in preparation of plans for electrical system modification and expansion.

#### **002770 Planning Tech-Trainee**

To assist in preparation of plans for electrical system modification and expansion.

#### **004873 Principal Engineer**

Responsible for complex activities associated with the functional work group's goals, performance and business plans. This is a key contributor in a complex environment who may lead functional teams or projects. With little guidance, uses extensive technical knowledge of an engineering discipline to proactively solve complex problems with significant impact on facilities used in the generation, transmission, distribution and utilization of electrical energy. The position is responsible for providing sound engineering judgment in guidance to complex evolutions for systems and equipment. The position requires an individual who is a recognized expert for knowledge critical to the organization and limited in the industry. The position contributes to the development of the departmental strategy.

#### **005128 R-Mgr-Transmission Operations**

Provides leadership to Managers in the area of transmission operations, reliability, safety and compliance. Accountable for the performance and results of day to day transmission operations, maintaining necessary regulatory and operational training for Power System Dispatchers and System Operators as well as providing an interface with various regulatory and compliance entities (NERC, TOOF, RFC and PJM). Work with internal customers (Electrical Test, Distribution Operations, Customer Service, Resource Management and Transmission Planning) to provide appropriate support to PPLEU customers. Work with internal support organizations (ISD, OGC, Compliance) to maintain appropriate levels of control room technology and communication systems.

#### **005252 R-Shift Supervisor Distributio**

This position provides customers with safe, reliable and competitively priced electric service through the supervision of PPL's electric distribution system operations and dispatching activities during a shift. This position will provide guidance and direction to other PPL employees to support production of high quality, timely and cost-effective restoration of electrical service and execution of planned work.

#### **005235 R-Shift Supv Distribution Oper**

This position provides customers with safe, reliable and competitively priced electric service through the supervision of PPL's electric distribution system operations and dispatching activities during a shift. This position will provide guidance and direction to other PPL employees to support production of high quality, timely and cost-effective restoration of electrical service and execution of planned work.

#### **005118 R-Sr Mgr-Transmission Communcs**

Incumbent is responsible for all aspects of communications and public outreach activities for transmission projects and facilities. Incumbent plans and implements strategic communications to minimizing public opposition and related project risk, and to protect and enhance the reputation of PPL Electric Utilities. Incumbent works to ensure consistent and effective communications and relations with key stakeholders and permitting agencies.

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#### **001155 Senior Engineer**

The purpose of this job is to perform, with minimal supervision, a variety of engineering tasks in the design, construction, operation and maintenance of systems, structures, facilities and components in generation, transmission, distribution and utilization of electrical energy. The incumbent works as an individual contributor with substantial latitude for unreviewed action or decision. Individuals in this position also provide technical guidance and direction to other PPL employees in support of producing high quality, timely and cost-effective engineering solutions to technical problems.

#### **005085 Shift Supv-Distribution Ops**

This position provides customers with safe, reliable and competitively priced electric service through the supervision of PPL's electric distribution system operations and dispatching activities during a shift. This position will provide guidance and direction to other PPL employees to support production of high quality, timely and cost-effective restoration of electrical service and execution of planned work.

#### **004704 Specific Prof Retiree - Exempt**

Retiree returning for a specific time to perform temporary work

#### **008910 Sr Drafter**

In conjunction with engineers sketches and directions, develop complete drafting in the assigned discipline (electrical, mechanical, civil/structural, distribution) for the most complex class of work and prepare final and detailed drawings and the necessary bills of material in the assigned discipline.

#### **005003 Sr System Operator**

Under general direction, responsible for the more complex directed switching and customer restoration efforts. Works independently with minimal guidance using knowledge of the PPL Permit and Tag process, T&D Operating Instructions, and departmental guidelines. This job is a senior-skill level without formal supervisory responsibility. This position will provide guidance and direction to other PPL employees to support production of high quality, timely and cost-effective restoration of electrical service and execution of planned work.

#### **004426 Sr Tech Clerk**

Translates engineering design specifications and transcribes supplied design specifications to drawings and computer databases related to the Electric Facility Database, Work Management System and assists personnel of higher job classification performing duties in accordance with the specific assignment.

#### **005016 Sr Transmission System Operato**

Responsible for overseeing and coordinating the day to day activity of multiple Transmission System Operators and providing an overarching view of the entire transmission system. Responsible to coordinate and direct activities among multiple TSO positions, field crews and Relay Test in the event of a system disturbance.

#### **003819 Steno/Clerk General-C**

Provides office support services using automated office equipment for word processing, records management, administrative tasks requiring department or function knowledge and experience. Work may be of a confidential nature and involve directing other steno/clerks as assigned.

#### **002930 Supervising Engineer**

Decisions are guided by policies, procedures and business plan. This position receives guidance and oversight from manager. Typically does not perform the work at the level being supervised, but will have individual technical and business related assignments in support of department goals.

Coordinates and supervises the daily activities of engineers and technicians in single or closely related fields of professional expertise. Accountable for formal supervision, coaching, counseling, safety leadership and technical guidance to assigned staff in support of producing high quality, timely and cost-effective solutions to technical and business objectives. The position is also accountable for the technical quality of the group's output and is expected to continuously improve capabilities in this area.

#### **003523 Support Engineer**

The purpose of this job is to perform, with limited responsibility and minimal supervision, a variety of engineering tasks in the design, construction, operation and maintenance of systems, structures, facilities, components and tariffs in generation, transmission, distribution and utilization of electrical energy. The incumbent works as an individual contributor conferring with supervision on unusual matters. Individuals in this position may also provide technical guidance and recommendations to other PPL employees in support of producing high quality, timely and cost-effective engineering solutions to technical problems.

#### **005249 Supv & Tech Trng Engineer**

In addition to performing supervising engineer duties the incumbent will work independently with minimal guidance in order to mentor, train and ensure capture and documentation of critical tacit knowledge.

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#### **001136 Supv-Design Drafting**

The purpose of this position is to provide leadership for approximately 18 – 20 bargaining unit direct reports in four PPL EU drafting progression lines. This position would direct work activities to deliver quality, cost effective and timely substation, standards, distribution, siting and transmission design drawings to internal PPL customers in Engineering & Design and Field Services for the construction and documentation of PPL EU electrical facilities. This position would also oversee all training and testing activities, and performs first-line supervisory duties including performance reviews, quality/schedule reviews, goal setting and coaching.

#### **003474 Supv-Survey Services**

Decisions are guided by policies, procedures and business plan. This position receives guidance and oversight from manager. Typically does not perform the work being supervised. Coordinates and supervises the daily activities of 2 Chief of Partys and 1 Abstract & Survey Assistant. Accountable for providing all surveying services requested by the various engineering and construction departments in PPL Electric Utilities (PPLEU) and other affiliates of PPL Corporation

#### **003319 Supv-Transmission Operations**

Direct the operation of the Transmission Control Center, and Regional Transmission and Distribution Operations office(s), as required. The Supervisor-Bulk Power and Regional Operations directs and supervises Power System Directors and Regional System Operators to assure the safe, reliable, and secure operation of the bulk power transmission system and the appropriate regional facilities.

#### **002852 Surveyor-Level II**

Assist the Chief of Party, perform the more complex surveying duties, download, error check, edit and create preliminary plans for all electronically collected field survey data.

#### **001274 System Operator**

The System Operator (SO) is responsible for coordinating and directing the minute-to-minute operation of the PPLEU transmission and distribution (T&D) systems (230kV and below) in a safe, reliable, and economic fashion. The SO works on a 24/7 shift basis to observe the power system for compliance with voltage and power flow schedule, for the the status and well-being of system electrical equipment, controls and directs the switching activities on three phase facilities, directs restorative activities for emergent outages, and takes full responsibility for decisions made and their impact upon PPLEU operational results.

#### **003865 Technical Clerk-Specialist**

Translates engineering design specifications and transcribes supplied design specifications to drawings and computer databases related to the Electric Facility Database, Work Management System, and other applicable systems and assists personnel of higher job classification performing duties in accordance with the specific assignment.

#### **004462 Transmission & Substations-VP**

Directs the resources and activities for Transmission Operations and Planning to optimize the value of PPL's Transmission assets. Functions include; Transmission Operations, Transmission Planning, Transmission Regulatory and Business Affairs, Compliance, and Real Estate and Siting. This position ensures the reliable operation and planning of the transmission systems for PPL, develops wholesale rates strategies and recovery mechanisms, and effectively manages the interface with regulatory authorities, regional reliability organizations and all interconnected third parties.

#### **005209 Transmission System Operato-NC**

Responsible for operating the 69 kV through 500 kV transmission system for PPL Electric Utilities under direct supervision of Transmission System Operator or Senior Transmission System Operator. All primary responsibilities are completed under direction and observation of the Sr Transmission System Operator or Transmission System Operator.

This position works under the direction of the Sr Transmission System Operator or Transmission System Operator to direct the reliable and secure operation of PPL Electric Utility's Transmission System in accordance with FERC, NERC, and RFC guidelines, and PJM's and PPL's Reliability Principles and Practices on a minute to minute basis. The Transmission System Operator-NC directs System Operating, Distribution Operations, and Electrical Test personnel in the operation, maintenance, and installation of Transmission equipment and facilities under the control and responsibility of Transmission Operations.

#### **001275 Transmission System Operator**

Direct the reliable and secure operation of PPL's Transmission System in accordance with FERC, NERC, and RFC guidelines, and PJM's and PPL's Reliability Principles and Practices on a minute to minute basis. The Power System Dispatcher directs Regional System Operating, Field Services, and Electrical Test personnel in the operation, maintenance, and installation of Transmission equipment and facilities under the control and responsibility of Transmission and Distribution Operations.