

JOB DESCRIPTION

Cross Texas Transmission, LLC

Position Title: Maintenance Specialist

Date: April 2019

Reports To: Materials Manager

Location: Amarillo, TX

Cross Texas Transmission, LLC (“CTT”) is a transmission-only electric utility in the ERCOT region of Texas, regulated by the Public Utility Commission of Texas. CTT owns and operates 345kV transmission assets in the Panhandle and Brazos Valley regions of Texas. CTT’s facilities include a field operations complex in Amarillo and critical control centers located in Austin. The Austin location also serves as CTT’s corporate headquarters for legal, IT/OT, planning, accounting and regulatory compliance. This position is located in the Amarillo office. CTT also plans to support the company’s affiliate transmission entities in other regions such as PJM, MISO, CAISO and NYISO. The company currently has assets under construction in Nevada, Indiana, and Delaware.

JOB SUMMARY

This position is primarily responsible for inspecting and maintaining transmission towers and right-of-way (ROW) for CTT. CTT relies on contract service providers to perform transmission line maintenance and vegetation management services. The Maintenance Specialist will manage scheduled work and oversee contractors performing these services. This position will also self-perform some field work on a smaller scale to maintain erosion controls at substations, repair gates and culverts, and manage vegetation on certain CTT properties, as examples. This person will serve as field resource and contact for landowners during ROW work and when resolving encroachment issues. The Maintenance Specialist will report to the Materials Manager.

ESSENTIAL JOB FUNCTIONS

- Conduct routine ROW inspections and evaluate regrowth of vegetation, accessibility and erosion issues.
- Support yearly vegetation maintenance plans by providing accurate feedback through routine inspection reports to ensure proper electrical clearances are maintained for CTT transmission lines.
- Assist with maintaining and updating performance specifications for contract vegetation management services each year or as required.
- Oversee vegetation management contractors and perform visual inspections of ongoing work.
- Receive progress reports from vegetation management contractors and review for completeness and adherence to specifications and schedule.
- Review CTT easement agreements as required to determine legal ROW boundaries and any specific landowner work restrictions or special conditions.
- Investigate landowner concerns regarding vegetation management services and work to help resolve issues.
- Inspect ROW access points and recommend repairs and improvements for maintaining adequate ingress to transmission line segments for CTT field personnel and contractors.

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- Work with landowners to resolve problems associated with tree trimming/removal and ensure that CTT contractors abide by procedures for landowner notifications and debris removal.
- Support CTT regulatory compliance regarding the vegetation management program and associated reporting requirements.
- Review damage claims submitted by landowners affected by vegetation management or construction project contract services.
- Ensure that yearly ROW maintenance plans are completed on-schedule.
- Provide on-location construction management services as required to monitor, oversee and direct CTT contractors during construction of transmission facilities.
- Assist CTT project managers with ROW/land issues related to projects including landowner negotiations.
- Follow and support maintenance procedures, regulatory standards and safety policies.
- Assist with scheduling and performing maintenance on CTT field equipment, to include trucks, trailers, UTVs, skid steers, mowers, chain saws, spray rigs, etc.
- Provide as-requested support for substation work activities including vegetation management, grounds maintenance and physical inspections.
- Requires travel to remote locations for work and some periodic offsite training may be required.
- Subject to infrequent off-shift call outs during storm damage restoration or other special cases.

REQUIRED EDUCATION, EXPERIENCE AND SKILLS

- High School diploma required, vocational training or two-year AS degree preferred.
- Basic knowledge of the application of surveying and engineering principles, mathematics and application of legal documents related to ROW and construction projects.
- Understanding of ROW/land management practices, forestry sciences and vegetation management techniques.
- Ability to interpret engineering plans and specifications, property title reports and other legal documents related to properties and easements.
- Familiarity with utility equipment operation and terminology, electric utility operations and maintenance practices.
- Ability to read and understand easements, policies/procedures, and other documents related to job safety and performance; communicate effectively both orally and in writing, and be capable of utilizing computer applications for performing inspections and generating reports.
- Competence with shop tools to perform light duty metal work and wood fabrication – cutting torch, welder, miter saw, drill press, table saw, etc.

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CERTIFICATES AND LICENSURES

- Applicant should be certified by the State of Texas as a pesticide applicator or have the ability to obtain licensing within six months.
- Must possess a valid Texas driver's license or another State issued driver's license and the ability to obtain a Texas license within 6 months

WORK ENVIRONMENT

This position will be based in the Amarillo maintenance office and warehouse complex. However, frequent trips to field locations will be necessary and work during inclement weather will be expected on a normal basis. All safety equipment required in the performance duties will be supplied by CTT. The Maintenance Specialist will frequently visit electric transmission facilities and work in close proximity to energized equipment up to 345kV. Physical labor aspects of the position will include loading and unloading trailers, driving a forklift/UTV/tractor/mower/skid steer, off-road vehicle usage and handling heavy equipment. The candidate should be in good physical condition to adequately manage the physical demands of the job.