



# Hydro Scheduler I

<b>Job Code</b>	20001066	<b>Job Family</b>	Business & Operations Analysis	<b>Professional / Knowledge Worker</b>	
<b>Department</b>	Power Scheduling	<b>Reports to</b>	Senior Manager, Power Scheduling	<b>Union Status</b>	Non-Represented
<b>FLSA Status</b>	Non-Exempt	<b>Pay Grade</b>	2057	<b>This Job is a Lead</b>	No
<b>Last Updated</b>	04/01/2024				

## Accountability for Workplace Culture

Our PUD values are at the center of our culture. Putting the safety, health, and well-being of our communities and those we work with is valued above all else and everyone on Team PUD must meet this commitment daily. Nothing we do in achieving our Mission is worth a single injury, and all who interact with us must feel they are valued and welcomed as individuals.

Everyone on Team PUD, in all positions, is accountable for achieving this safe and welcoming culture by:

1. Taking full ownership for the safety of themselves and their coworkers, while ensuring everyone feels valued and welcomed.
2. Taking action to identify and eliminate their own and others' at-risk behaviors, including the behaviors that may undermine another's feelings of being welcomed and valued.
3. Following all safety rules and regulations and ensuring the PUD's expectations for conduct and respect are maintained.
4. Openly sharing near-misses, safety learning opportunities, and ways we can learn to be a more welcoming place while encouraging others to do the same.
5. Utilizing Stop Work Authority to intervene with anyone, anytime, in any place.
6. Intervening or seeking guidance to stop actions that are harmful to the wellbeing, health, or sense of belonging of others, and which are detrimental to our PUD values.

## Job Summary

Learns to apply the long-term Bonneville Power Administration power contract(s) product and analyze river operations per the contract(s), as well as District-owned resources. Plans operations and output of the resources for next-hour, 10-day, and three months out. Works alongside Snohomish PUD's real-time power scheduler and short-term trader on resource levels and water management to meet District load and market strategy as well as achieve coherent short-term plans. This is the entry level of the Hydro Scheduler series.

## Accountabilities

### Accountability #1

Increase the public's confidence in the quality of the District's power scheduling operations by learning objectives of District's current contract with BPA and District-owned hydro resources. Learn to submit real time (next hour) and planning (10-day) runs to meet District needs, resolving any issues encountered with minimal impact to plan. Strive to gain water year experience to deliver operationally sound runs next hour to 10-days out. Assist in recommending longer term contract and resource levels and similar responsibilities.

### Accountability #2

Increase the public's confidence in the quality of the District's power scheduling operations by assisting in communications, both written and verbal, of shared information across various time horizons from next hour to ten days out. Accountable for good communication protocol with the Power Scheduler and Short-term Trader on hourly and daily contract and hydro resource levels. Participate in communication with outside entities as needed to ensure understanding of changing data while ensuring confidentiality of data and information. Appropriate information is logged and similar responsibilities.

### Accountability #3

Increase the public's confidence in the quality of the District's power scheduling operations by assisting with evaluation and analysis of Slice operations for 10-day to balance-of-month time frame and other District owned hydro resources. Learn trends in weather, operations, and resource output to anticipate possible changes to volumes and constraints. Learn to identify seams issues between study data and collaborate on recommended adjustments or support of current data and similar responsibilities.

### Accountability #4

Deliver exceptional value to our customers through continual improvement and innovation by reviewing application of the Slice product, hydro resources, current practices, and seasonal operations

and suggest efficiencies/improvements to align with desire for continuous improvement. Support the Team and/or Hydro Scheduler Lead to assist with consistent understanding of operations, optimal product delivery, and minimizing spill and similar responsibilities.

**Accountability #5**

Deliver exceptional value to our customers through responsible resource planning and management by assisting with delivering up-to-date water forecast volume information from various regional forums (such as the Technical Management Team and the current Slice contract forum) to gain overall understanding of operations from stakeholders. Contribute to utilizing forum (and other) information with solving planning run issues including alignment with forecast District load and or planned contract volumes and similar responsibilities.

**Accountability #6**

Increase the public's confidence in the quality of the District's power scheduling operations by working toward understanding various Power Scheduling Department, District and Regional work processes as they relate to and/or effect hydro scheduling, and similar responsibilities.

**Accountability #7**

Contribute to a community-centric and inclusive culture with empowered, engaged employees by ensuring a positive team culture through inclusion, collaboration, transparency, respect, responsiveness, and compassion and similar responsibilities.

**Accountability #8**

**Accountability #9**

**Accountability #10**

**Minimum Qualifications Note**

The minimum qualifications listed below are representative of the knowledge, skills, and abilities needed to perform this job successfully, as described in the Accountabilities. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential Accountabilities (duties and responsibilities) of this position. If you need assistance and/or a reasonable accommodation due to a

disability during the application or recruiting process, please contact Human Resources at [HRRecruiting@snopud.com](mailto:HRRecruiting@snopud.com), or by phone at 425-783-8655.

### Qualifications – Education and Experience

**Minimum Required Education and Experience:**

**Preferred Education and Experience:**

### Qualifications – License(s) and/or Certification(s)

**Minimum Required License(s) and/or Certification(s):**

Bachelor's Degree in Business Administration, Engineering, Finance, Economics, Computer Science, or related field;

OR

Four (4) years of experience applying business concepts, interpreting and applying complex contracts, and/or analyzing complex data.

**Preferred License(s) and/or Certification(s):**

### Qualifications – Skills and Abilities

**Minimum Required Skills and Abilities:**

Work independently making complex decisions under a timeline.

Interpret complex contracts.

Perform data analysis to assist with decision making, problem solving, and making recommendations.

Good communications of complex ideas and concepts to a variety of audiences.

Use of independent and discretionary judgment.

Adapt to quickly changing priorities under tight timelines.  
Maintain concentration with distractions.

***Preferred Skills and Abilities:***

**Competencies**

The following competencies describe the cluster of behaviors associated with job success in the job group identified as “Professional / Knowledge Worker”.

- Adaptability
- Building Customer Loyalty
- Building Partnerships
- Communication
- Continuous Improvement
- Continuous Learning
- Courage
- Decision Making
- Earning Trust
- Emotional Intelligence Essentials
- Facilitating Change
- Influencing
- Initiating Action
- Innovation
- Leveraging Feedback
- Mentoring
- Planning and Organizing
- Positive Approach
- Professional Knowledge and Aptitude
- Stress Tolerance
- Technology Savvy
- Valuing Differences
- Work Standards

**Physical Demands**

<b>Physical Demands List</b>	<b>Frequency</b>
Sit	Frequent (34-66%)
Walk	Seldom (1-10%)
Stand	Frequent (34-66%)
Drive	Seldom (1-10%)
Work on ladders	Never
Climb poles or trees	Never
Work at excessive heights (note heights in open text box below)	Never
Twist	Frequent (34-66%)
Bend/Stoop	Seldom (1-10%)
Squat/Kneel	Seldom (1-10%)
Crawl	Never
Reach	Seldom (1-10%)
Work above shoulders (note specific activity in open text box below)	Never
Use Keyboard /mouse	Constant (67-100%)
Use wrist (flexion/extension)	Seldom (1-10%)
Grasp (forceful)	Never
Fine finger manipulation	Constant (67-100%)
Operate foot controls	Seldom (1-10%)
Lift (note weight in open text box below)	Never
Carry (note weight in open text box below)	Never
Push/Pull (note specifics in open text box below)	Never
Work rapidly for long periods	Occasional (11-33%)
Use close vision	Frequent (34-66%)
Use distance vision	Seldom (1-10%)
Use color vision	Occasional (11-33%)
Use peripheral depth perception	Never
Speak	Constant (67-100%)
Hear	Constant (67-100%)

**Additional Physical Demands not listed above and associated frequency below.**

<b>Mental Demands</b>	
<b>Communication</b>	<b>Frequency</b>
Understand and carry out simple oral instructions	Frequent (34-66%)
Understand and carry out complicated oral instructions	Frequent (34-66%)

Train other workers	Never
Work alone	Seldom (1-10%)
Work as a member of a team	Constant (67-100%)
Follow standards for work interactions	Constant (67-100%)
Write communications for clarity and understanding	Constant (67-100%)
Speak with clarity with others	Constant (67-100%)
<b>Comprehension</b>	<b>Frequency</b>
Read and carry out simple instructions	Frequent (34-66%)
Read and carry out complicated instructions	Frequent (34-66%)
Retain relevant job information	Constant (67-100%)
<b>Reasoning</b>	<b>Frequency</b>
Read and interpret data	Constant (67-100%)
Count and make simple arithmetic additions and subtractions	Frequent (34-66%)
Use intermediate and/or advanced math	Frequent (34-66%)
<b>Organization</b>	<b>Frequency</b>
Plan own work activities	Occasional (11-33%)
Plan work activities of others	Never
Direct work activities of others	Never
<b>Resilience</b>	<b>Frequency</b>
Work under pressure	Frequent (34-66%)
Work for long periods of time	Constant (67-100%)
Work on several tasks at the same time	Frequent (34-66%)

**Additional Mental Demands not listed above and associated frequency below.**

### Work Environment

<b>Environmental Conditions List</b>	<b>Frequency</b>
Exposure to weather	Never
Wet and/or humidity	Never
Atmospheric conditions	Never
Confined/restricted working environment	Never
Vibratory Tasks – High	Never
Vibratory Tasks – Low	Never

**Additional Environmental Conditions in this job not listed above and the associated frequency below.**

<b>Risk Conditions List</b>	<b>Frequency</b>
Exposure to Heights	Never
Exposure to Electricity	Never
Exposure to Toxic or Caustic Chemicals	Never
Working with Explosives	Never
Exposure to Radiant Energy	Never
Extreme Cold	Never
Extreme Hot	Never
Proximity to Moving Mechanical Parts	Never
Noise Intensity	Never
Exposure to animals	Never
Working with angry customers	Never

**Additional Risk Conditions present in this job not listed above and the associated frequency below.**

### **On-Call Status and Frequency**

**On-Call is required.**

- Yes
- No

**On-call activities and frequency.**

### **Work Location**

**The primary assignment for this position is:**

- Remote
- Office Hybrid
- On-Site
- Field/Job Site



While this description has provided an accurate overview of responsibilities, it does not restrict management's right to assign or reassign duties and responsibilities to this job at any time. This position description is designed to outline primary duties, qualifications, and job scope, but not limit our employees or the organization to complete the work identified. In order to serve our customers best, each employee will offer their services wherever and whenever necessary to ensure the success of the District in serving our customers, to further the safety, health, and inclusivity of employees and the public, and achieve expectations of the District overall, while also remaining flexible in recognition of the employee's wellbeing.