



# JOB OPENING ANNOUNCEMENT

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Employment Hotline (650) 508-6308

February 24, 2021

**TITLE:** Manager, Traction Power Engineering  
**EMPLOYMENT TYPE:** Exempt (Full-Time)  
**DIVISION:** Rail (Engineering and Maintenance)  
**APPLICATION DEADLINE:** Continuous Recruitment (1<sup>st</sup> Cut-off March 26, 2021)  
**PAY RANGE:** \$2,117 – \$3,176 per week (\$110,089 - \$165,134 estimated annual)  
**WORK LOCATION:** San Carlos, California

**JOB SUMMARY:** The Manager, Traction Power Engineering reports to the Deputy Director, Systems Engineering and is responsible for the engineering and oversight aspects of the commuter rail Traction Power (TP) and Overhead Catenary Systems (OCS) for Peninsula Corridor Joint Powers Board (Caltrain).

## EXAMPLES OF ESSENTIAL FUNCTIONS:

- Responsible for configuration management of TP/OCS systems, their subsystems, and assets, along with any updates/changes to their configuration.
- Responsible for design development, design review, update and approval of Caltrain technical specifications and standards for assigned systems.
- Responsible for identify assigned systems assets and accountable for tracking asset conditions and developing asset refresh or replacement plans for assigned systems.
- Ensure proper interface management and integration of TP/OCS with internal and external systems and subsystems. Represents TP/OCS for System Integration activities for all Caltrain projects.
- Represents TP/OCS Engineering for all Caltrain projects, to stakeholders, and other Caltrain matters including providing recommendations and solutions for TP / OCS Systems.
- Ensure that TP/OCS systems are compliant with California Public Commissioning Utility Commission (CPUC) requirements, local and national codes, and Caltrain standards across different projects.
- Responsible for all documentation of assigned systems, including the signal book of plans, test plans/procedures, cutover plans, and as-built.
- Ensure the delivery of the assigned tasks on time, on budget, and compliant with Caltrain standards.
- Responsible for the development of asset maintenance plans for assigned assets.
- Understands and integrates applicable AREMA, AAR, MIL, and IEEE standards, etc.
- Supervise staff. Hire, mentor, and take appropriate corrective and/or disciplinary action. Ensure EEO policies and procedures are followed. Participate in selection of staff. Coordinate staff training and professional development. Establish performance objectives. Monitor and evaluate employee performance.

## EXAMPLES OF DUTIES:

- Develop test procedures and engineering work packages.
- Coordinate all TP / OCS design, installation, testing, and cutover requirements to ensure compliance with regulations and Caltrain Standards.
- Develop engineering cost estimates related to TP / OCS.
- Review configuration changes for assigned assets, Systems, and Subsystems.
- Assist with technical oversight of TP / OCS system operations, perform advanced troubleshooting, system usage, and performance analyses.
- Develop and update TP / OCS engineering standards, policies, and procedures.
- Act as liaison on TP / OCS matters with internal (operations) and external stakeholders and agencies such as California Public Utilities Commission, the Federal Railroad Administration, Cities, and other parties as required.
- Identify and resolve TP / OCS engineering and technical issues.
- Provide prompt support to Caltrain operations and other engineering teams for matters related to TP / OCS
- Review operating manuals and procedures developed by various system providers or vendors.
- Develop spare part lists and part specifications for TP/OCS.
- Manage implementation of TP / OCS hardware and software upgrades/updates and associated test plans

**Peninsula Corridor Joint Powers Board, 1250 San Carlos Ave., San Carlos, CA 94070-1306**

without interfering with Railroad Operations.

- Perform design reviews for Caltrain and regulatory compliance, constructability, and cost-effectiveness.
- Evaluate job performance of staff which also includes the professional development of staff through the identification of on-the-job and other professional development opportunities.
- Perform all job duties and responsibilities in a safe manner to protect one's self, fellow employees and the public from injury or harm. Promote safety awareness and follow safety procedures in an effort to reduce or eliminate accidents.
- Perform other duties as assigned.

**SUPERVISION:** Works under the general supervision of the Deputy Director, Systems Engineering, who establishes goals and objectives and evaluates performance.

**MINIMUM QUALIFICATIONS:** Sufficient education, training and experience to demonstrate the knowledge and ability to successfully perform the essential functions of the position. Development of the required knowledge and abilities is typically obtained through but not limited to:

- Bachelor's degree in Electrical Engineering or related field.
- Five (5) years demonstrated experience in High or Medium Voltage Substations, transmission and/or distribution systems, and/or Overhead Catenary Systems.
- Two (2) years of supervising staff and/or consultants.

**PREFERRED QUALIFICATIONS:**

- Must have a California PE License in electrical engineering or the ability to acquire one.
- Experience with Power Control Systems and Switching.
- Effective communication skills both orally and in writing.
- Strong prior experience with Microsoft Office suite, scheduling software (MS Project or Primavera), requirements management systems, and software configuration tools.
- Experience with rail systems, signal, electrical interfaces, communications, software, and network protocols, and system integration with commercial off the shelf (COTS) hardware and software.

**SELECTION PROCESS MAY INCLUDE:**

The process will include a panel interview and may include written and skills test assessments or supplemental questions. Only those candidates who are the most qualified will continue in the selection process. Meeting the minimum qualifications does not guarantee an invitation to continue in the process. Selected candidate must successfully complete a background investigation.

**EMPLOYEE BENEFITS:**

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| Holidays:        | Seven (7) paid holidays, plus up to four (4) floating holidays per year  |
| Time Off:        | Paid Time Off: 26 days per year  |
| Cafeteria Plans: | Medical, dental, vision care, group life insurance, and more   |
| Transportation:  | Free bus transportation for employees and qualified dependents   |
| Retirement:      | Social Security and California Public Employees Retirement Systems (CalPERS) <ul style="list-style-type: none"><li>○ Classic Members – 2% @ 60 benefit formula, 3 year average of highest compensation</li><li>○ New Members – 2% @ 62 benefit formula, 3 year average of highest compensation</li></ul> |

**HOW TO APPLY:**

- To apply, please visit the [www.caltrain.com/about/Jobs.html](http://www.caltrain.com/about/Jobs.html). Complete an online employment application and if required the supplemental questionnaire. **This is a Continuous Recruitment (1st Cut-off March 26, 2021).** A resume will not be accepted in lieu of the application and supplemental questionnaire. Incomplete application will not be considered.
- The Human Resources Department will make reasonable efforts in the recruitment/examination process to accommodate applicants with disabilities upon request. If you have a need for an accommodation, please contact the Human Resources Department at (650) 508-6308.
- Caltrain celebrates diversity and is committed to creating an inclusive, and welcoming workplace environment. We are an Affirmative Action/Equal Opportunity Employer. Minorities, Women, Persons with Disabilities and Veterans are encouraged to apply.