

## **GAS DISTRIBUTION CIRCUIT RIDER**

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**DEFINITION:** Position will travel across state assisting Louisiana Municipal Gas Authority (LMGA) members by providing expertise in all phases of safety, compliance & operations associated with gas distribution systems. Will coordinate with Managing Director of the LMGA to identify opportunities to assist members.

### **EXAMPLES OF DUTIES:**

- Plans, assigns, trains, directs, evaluates, and participates in the selection and training of personnel engaged in customer field services or installation, maintenance and repair of gas meters, pressure regulators, controls, and other apparatus used for the distribution of natural gas.
- Supervises field personnel engaged in gas service turn-on and turn-off, and gas appliance service.
- Supervises the detection and repair of gas leaks.
- Develops and maintains safe operating procedures and work standards.
- Enforces safety rules and regulations.
- Reads plans and interprets drawings to determine materials, equipment and labor needs.
- Oversees the Operation and maintenance of specialized equipment used in investigations and regulation of appliances.
- Calibrates and monitors electronic flow computers.
- Maintains records and prepares reports.
- May be required to assist personnel for emergency response.
- Provide expertise in the development and implementation of safety and training programs.
- Provide expertise in compliance with City, State and Federal rules and regulations.
- Leads root-cause investigations on all reportable events.
- Monitors the Gas Operator Qualification (OQ) Program and ensures compliance.
- Maintains craft qualification records for employees, such as welding and plastic fusion as required by federal & state regulations.
- May be required to oversee or provide expertise on projects and contractors
- Reviews all maintenance documents for accuracy and completeness prior to filing for future reference or for audit purposes.
- Reviews leak investigation documents and leak survey maps for accuracy and completeness.
- Provide expertise for all required governmental reporting
- Provide expertise for utility billing systems and accuracy in billing customers
- Performs other related duties as required.

### **MINIMUM REQUIREMENTS:**

- Five years' experience in supervision of gas distribution operations.
- Willingness to work evenings, weekends and holidays as needed
- A valid motor vehicle operator's license.
- Extensive knowledge of PHMSA requirements, CFR 49
- Extensive knowledge of all manuals and procedures associated with DOT/PHMSA requirements such as Operator Qualification, O & M, Emergency Response, Drug Testing, Distribution Integrity Management.
- Proficient in electronic reporting, computer-based training, email, spreadsheets, oral & written communications.

Salary will be based on candidates experience and capabilities per job requirements and responsibilities.