



City of Naperville  
Employment Opportunity

<b>Job Title:</b>	Electrical Engineer I
<b>Closing Date:</b>	Open until filled
<b>Salary:</b>	The full salary range for this position is \$70,444.54 - \$111,223.33 per year commensurate with credentials and experience.
<b>Job Type:</b>	Full-Time
<b>Location:</b>	DPU-E Distribution & Engineering, 1392 Aurora Ave., Suite 100
<b>Department:</b>	Department of Public Utilities - Electric

**Job Description:**

Supports design, testing, and/or development of the electric utility system and improvements. Reviews and provides engineering assistance on customer requests, permits, and simple plans. May respond to customer inquiries by reviewing existing facilities in order to develop changes from an established standard. Makes frequent site visits.

Project assignments typically include developing construction drawings and material requirements for low complexity jobs associated with utility infrastructure installation, removal, or modification. Applies technical knowledge to improve customer satisfaction and reliability. May help develop requirements for RFPs for bid contracts. Answers customer requests by referring to established standards on design, construction, or rates. Works under the direct supervision of a lead engineer performing work in Substations, SCADA, Automation & Communication, Transmission & Distribution, AMI, Planning, or Standards.

**Responsibilities:**

- Supports designs and maintenance of electric distribution, metering, communication, and/or substation systems. Prepares engineering plans and specifications. Directs drafting work as needed. May coordinate designs with other electrical or City projects.
- Prepares and maintains planning drawings, documentation, specifications, and programming when required.
- Works assigned tasks to meet schedule and may coordinate details with other departments.
- May monitor construction progress in the field.
- Prepares cost estimates based on established rates and reviews invoices.
- Produce electrical bid packages.
- May research property records to ascertain right of way and review easement documents.
- Maintains project and personal activity records and reports project status to management.
- Attends and/or schedules various meetings including pre construction, coordination, and conceptual design.
- Provides information to and answer questions for the general public.
- May prepare and evaluate bidding documents, department standards, and specifications.
- Provides data analysis.
- Reviews building permits and plan submittals for adherence to Utility standards.
- Performs all other related duties as assigned.

**Qualifications:**

- A Bachelor's Degree in Electrical, Mechanical, or Civil Engineering.
- Zero to two years of professional engineering experience supporting lower complexity projects.
- Familiarity with engineering and mathematical principles used to design utility electrical systems.
- A valid State of Illinois Class D driver's license.

**Additional Information:**

The City of Naperville, Illinois is a dynamic community of 149,000 residents, conveniently located 28 miles west of Chicago. Various publications have named Naperville as one of the best cities in the United States in which to live. The City has gained national recognition for our family-friendly environment, excellent schools and library system, low crime rate, and vibrant downtown area. It's also a great place to work! Our municipal government employs over 900 dedicated individuals in a wide range of job categories and provides a collaborative working environment, a forward-looking leadership team, and a competitive benefits package.

APPLY ON-LINE AT:

<http://www.naperville.il.us/careers/>

Applications should be completed thoroughly, and resumes will not be accepted in lieu of an application but should be attached to the application. Include all requested education, experience, attachments, and other information when applying. Incomplete applications are subject to rejection. Notifications to applicants will be sent electronically to the email address provided in the application.

**THE CITY OF NAPERVILLE IS AN E. O. E.**  
[CLICK HERE](#) for the City of Naperville's EEOP Utilization Report

**The City of Naperville complies with the Americans with Disabilities Act (ADA). Individuals needing accommodations in the recruitment process should notify Human Resources in advance at (630) 305-7066.**