



October 23, 2026

JOB OPPORTUNITY

**Technical Services Manager
Monroe Office-1 Replacement position**

Posted to internal employees and external applicants

PURPOSE OF POSITION:

This position provides leadership across substation and apparatus, SCADA, distribution automation, and communications.

QUALIFICATIONS:

All requirements are subject to possible modification to reasonably accommodate individuals with disabilities. Some requirements may exclude individuals who pose a direct threat or significant risk to the health and safety of themselves or other employees. Require the satisfactory pass of Walton EMC's employment entrance examination and drug screen.

SUPERVISORY RESPONSIBILITIES:

Manages and directs the work of the Apparatus personnel and SCADA Engineer. Carries out supervisory responsibilities in accordance with the organization's policies and applicable laws. Responsibilities include interviewing, hiring, and training employees; planning, assigning, and directing work; appraising performance; rewarding and disciplining employees; addressing complaints and resolving problems. Direct people-management experience is preferred but not required. Strong technical leaders who demonstrate the ability and readiness to move into formal people management will be considered.

EDUCATION AND EXPERIENCE:

Requires a combination of education and directly relevant technical experience that demonstrates the knowledge and ability necessary to successfully perform the role. Candidates may be considered with one of the following backgrounds:

- Bachelor of Science Degree in Engineering from an ABET-accredited program and relevant engineering experience. Electrical or Mechanical Engineering Degree preferred.
- Engineering Technology degree plus significant electric utility experience
- Non-ABET engineering degree plus substantial directly relevant utility engineering experience.
- Technical or related bachelor's degree plus deep experience in substations, protection and controls, SCADA, distribution automation, communications, or apparatus.

Prefer extensive electric utility technical experience, particularly experience in relays, apparatus, substation, SCADA, system operations, or similar technical roles into technical leadership. Working knowledge of protection and coordination is required. Experience with distribution automation and communications is strongly preferred. SCADA and substation/apparatus knowledge may be developed after hire based on the candidate's overall technical background. Direct electric utility experience is preferred; however, candidates from utility consulting organizations, OEMs, and system integrators with significant and directly relevant utility experience will also be considered. Requires demonstrated leadership skills, including excellent oral and written communication skills, adaptability, sound technical judgment, and interpersonal skills for effective employee communication. Prior formal people-management experience is preferred but not required; strong technical leaders ready to transition into management will be considered.

LANGUAGE SKILLS:

Ability to read, analyze, and interpret professional journals, technical procedures, or governmental regulations. Ability to write reports and business correspondence. Ability to effectively present information to groups of people.

MATHEMATICAL SKILLS:

Ability to apply concepts such as fractions, percentages, ratios, and proportions to practical situations. Ability to apply concepts of basic algebra and geometry.

REASONING ABILITY:

Ability to define problems, collect data, establish facts, and draw valid conclusions. Ability to interpret an extensive variety of technical instructions in mathematical or diagram form and deal with several abstract and concrete variables.

COMPUTER SKILLS:

Requires high proficiency with personal computers including Microsoft Applications, SCADA installation and maintenance, system protection programming and analysis software, Map Viewer, Apparatus test equipment and IED applications.

CERTIFICATES, LICENSES, REGISTRATIONS:

Requires the ability to have and maintain ITS certification and a valid Georgia driver's license. Professional Engineering registration is desirable.

PHYSICAL DEMANDS:

While performing the duties of this job, the employee is regularly required to stand; walk; use hands to finger, handle, or feel; reach with hands and arms and talk or hear. The employee is frequently required to sit; climb or balance and stoop, kneel, crouch, or crawl. The employee must regularly lift and /or move up to 10 pounds, frequently lift and/or move up to 50 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception and ability to adjust focus.

WORK ENVIRONMENT:

While performing the duties of this job, the employee is regularly exposed to moving mechanical parts, fumes or airborne particles, and outside weather conditions. The employee is frequently exposed to high, precarious places and risk of electrical shock. The noise level in the work environment is usually moderate. General office and shop environment, irregular hours, require ability to work during emergency power outages. Exposure to outside environmental conditions on a frequent basis.

WORKING RELATIONSHIPS:

Internal: Direct reporting and working relationship with the Vice President, Engineering and Operations; communicate plans, programs and procedures, obtain applicable information and approvals from immediate supervisor. Success in this position requires developing a strong understanding of Walton EMC's interdepartmental working group responsibilities and effectively partnering across departments to support technical and operational priorities.

External: Communicates with sales personnel. Demonstrates an awareness that this function exists to effectively serve each and every member and at every opportunity to achieve increased member and public understanding for support of the cooperative.

This position is an exempt Grade 3311E. Minimum salary is \$131,386.00.

Applications will be accepted until Friday, November 20, 2026. Internal applicants may apply by written internal application from the Human Resources Department. Outside applicants may apply by written application at the Monroe, Snellville, or Watkinsville Office. May fax resume to 770-266-2544, or email to careers@waltonemc.com. Contact Human Resources with any questions.

**WALTON ELECTRIC MEMBERSHIP CORPORATION
TECHNICAL SERVICES MANAGER
ENGINEERING AND OPERATIONS
LEVEL 3311E
ESSENTIAL DUTIES AND RESPONSIBILITIES**

The following are the essential duties of this position and do not include marginal functions that are incidental to the performance of fundamental job duties. The scope and duties of a given position may change or be temporarily altered based on the business needs of Walton EMC. This document does not create an employment contract, implied or otherwise, other than as "at will" employment relationship.

- I. Manage and develop personnel to ensure safe and efficient operation.
 - A. Analyze workload and schedules to determine adequate staffing.
 - B. Identify staff training needs and determine training solutions.
 - C. Effectively interview applicants and make employment recommendations based on Cooperative policy.
- II. Manages design, testing and maintenance of all substation assets.
 - A. Ensures design and construction of substation structures, bus, switchgear, regulating and protective equipment meets industry and Walton specifications.
 - B. Assures substation step voltage regulators and breakers have full remote visibility via Walton's SCADA system for status and command controls.
 - C. Ensures installation and maintenance of substation equipment is adequate.
 - D. Assures monthly inspections of all Walton EMC's substations and associated equipment is performed, recorded, and maintained.
 - E. Routinely verifies substation protective devices are programmed and tested accurately to protective settings.
 - F. Ensures AMI system (TWACS) substation equipment operates properly.
- III. Manages design, installation, and maintenance of SCADA system and associated infrastructure.
 - A. Ensures full connectivity of status and control points from SCADA master to substation apparatus equipment.
 - B. Provides real time monitoring, status and control of distribution field devices via SCADA.
 - C. Constructs and maintains SCADA communication infrastructure throughout service territory for connectivity to distribution devices.
 - D. Constructs and maintains SCADA system HMI to mimic the current distribution system.
 - E. Supports Control Center SCADA operational needs.

F. Manages the installation and maintenance of two-way voice radio equipment and data radio equipment.

G. Manages communication tower maintenance according to FCC rules.

H. Ensures proper licensing, installation and maintenance of radio system.

IV. Ensures supervisory controlled line devices and sensors are installed, programmed, and maintained properly.

A. Manages subordinate staff in the programming and maintenance of line switching and protective devices.

B. Jointly manages, with Distribution System Director, the specification, purchase, inventory, and maintenance of remote-control line devices.

C. Ensures SCADA communications function accurately in all field devices.

D. Ensures all relays, protection metering and instrument transformers are installed, tested and maintained according to ANSI standards and manufacturer's requirements.

E. Manages distribution capacitor control settings and construction specifications.

V. Manages the installation, testing, and maintenance of all plant apparatus equipment related to regulated materials and systems.

A. Manages accurate recordkeeping on all oil filled and gas filled equipment.

B. In accordance with industry standards, ensures the timely repair and service of transformers, regulators, substation circuit breakers and circuit reclosers.

C. Responsible for compliance with all required federal and state regulations and procedures for PCBs and Underground fuel Storage Tanks.

D. Coordinates with the Loss Control Director and any consulting engineer for annual inspection of facilities and records relating to documentation.

E. Ensures Walton EMC facility's standby generation is properly maintained and functioning properly.

VI. Participates in the Engineer-on-Call rotation, approximately once every six weeks, with responsibility for overseeing system status outside normal business hours and responding to emergency situations as required.