

IOWA DEPARTMENT OF ADMINISTRATIVE SERVICES ▼  
HUMAN RESOURCES ENTERPRISE

---

---

**UTILITY REGULATION INSPECTOR**

---

---

**DEFINITION**

Under general supervision, inspects and evaluates the physical facilities, records, and operating and maintenance practices of public and private natural gas and/or electric utilities and facility operators; performs related work as required.

**The Work Examples and Competencies listed are for illustrative purposes only and not intended to be the primary basis for position classification decisions.**

**WORK EXAMPLES**

Assists supervisor by instructing employees, answering questions and distributing, balancing and checking work; may make suggestions on appointments, promotions, performance and reassignments.

Inspects physical facilities, records, construction and operations of utilities or other pipeline or electrical facility owners to evaluate and/or determine compliance with state rules and regulations by making on-site visits and applying processes, procedures, and standards determined necessary by other agency personnel.

Assists facility owners by identifying unsafe installations or practices, and with understanding the applicable codes and standards.

Reviews and investigates safety or service complaints pertaining to electric and/or gas facilities or operations, to provide recommendations based on findings by talking to interested and involved parties, reviewing records, and physically visiting the problem site (if necessary).

Investigates accidents involving release of natural gas or contact with energized electric transmission conductors to determine the exact circumstances involved and any changes that may need to be made to prevent a recurrence by talking to witnesses, physically visiting the site of the accident, and reconstructing events that caused the mishap.

**COMPETENCIES REQUIRED**

Knowledge of basic electrical and/or gas, or water concepts.

Knowledge of installations, practices and facilities of electrical or pipeline utilities and/or facility operators.

Knowledge of pipeline and/or technical engineering principles and practices.

Familiarity with applicable codes and standards.

Ability to use various types of testing equipment such as: voltmeters, ammeters, frequency meters, ohm meters, pressure gauges, dead weights, combustion indicators, odorant tester, etc.

Ability to understand oral and written instructions.

Ability to write clear and concise technical reports.

Computer skills necessary for electronic communication and preparation of reports.

Displays high standards of ethical conduct. Refrains from, dishonest behavior.

Works and communicates with all clients and customers providing quality professional service.

Displays a high level of initiative, effort, attention to detail and commitment by completing assignments efficiently. Works with minimal supervision.

Follows policy, cooperates with supervisors and aligns behavior with the goals of the organization.

Fosters and facilitates cooperation, pride, trust, and group identity and team spirit throughout the organization.

Exchanges information with individuals or groups effectively by listening and responding appropriately.

**EDUCATION, EXPERIENCE, AND SPECIAL REQUIREMENTS**

Two years of experience in the inspection, supervision, construction and/or operation and maintenance of private or public utility installations and facilities, including natural gas pipeline and/or electric transmission and distribution facilities;

OR

an equivalent combination of education and experience substituting one year (thirty semester hours or its equivalent) of post high school education in engineering technology for one year of the required work experience to a maximum of two years.

**NOTE:**

Incumbents in these positions will be required to travel and stay out overnight. Incumbents will be required to make arrangements on their own regarding transportation to and from assigned work areas. Some positions will require statewide travel and some will travel an assigned territory within the State of Iowa. Some out of state travel may be required as assigned by the agency of employment. Selected positions may require incumbents to provide their own means of transportation in order to conduct state business.

Effective Date: 06/11 BR