



GUAM POWER AUTHORITY JOB ANNOUNCEMENT

IN-HOUSE announcement to establish a list for the position of:	
Position Title: Assistant Manager of Engineering	Announcement Number: 2025-041
Grade: R <div style="display: flex; justify-content: space-around;"> <div> MINIMUM Step 01 / Sub-Step A \$131,106.46 </div> <div> MAXIMUM Step 02 / Sub-Step A \$136,429.91 </div> </div> Promotion: * * Salaries beyond the maximum range will be allocated in accordance with promotional guidelines.	Opening Date: 09/08/2025
Department/Division Engineering and Technical Services/Engineering	Closing Date: 09/19/2025

MINIMUM EXPERIENCE AND TRAINING:

Seven (7) years of progressively responsible specialized engineering experience, including two (2) years of supervisory experience, along with Bachelor's or higher degree in engineering technology, physics, architecture, or a closely related field from a recognized college or university, and current registration as a professional engineer in a U.S. state or territory.

NATURE OF WORK IN THIS CLASS:

This position is responsible for assisting the Manager of Engineering in the planning, coordination, execution, and oversight of engineering projects to ensure timely completion, cost efficiency, and compliance with applicable standards, codes, and regulatory requirements. The role also provides support in the supervision and management of engineering personnel and day-to-day operations within the Engineering Division.

MINIMUM KNOWLEDGE, ABILITIES AND SKILLS:

Knowledge of modern electric utility operations, including the design, construction, and operation of engineering systems used in the generation, transmission, and distribution of electric energy, as well as familiarity with equipment and tools utilized in construction, maintenance, and testing activities. Ability to communicate effectively with management, staff, and the public, clearly expressing ideas both in writing and verbally, while demonstrating sensitivity to the impact of words and actions in a professional environment. Ability to promote positive performance among certified, technical, and professional staff by encouraging high morale, supporting ongoing training and development, and ensuring compliance with established engineering practices, policies, and regulations. Ability to oversee and provide technical guidance for engineering programs and activities within the division, ensuring project alignment with organizational goals, regulatory compliance, and industry standards. Ability to evaluate operational effectiveness and recommend/implement changes in the organization, policies and procedures to improve effectiveness. Ability to make decisions in accordance with the appropriate program guidelines. Ability to maintain records and prepare reports.

ILLUSTRATIVE EXAMPLES OF WORK: (Any one position may not include all the duties listed, nor do the examples cover all the duties which may be performed.)

Assists the Manager of Engineering in planning, organizing, staffing, directing, and coordinating the operations of the electric utility's engineering department. Supports the development of departmental programs and objectives, oversees employee training, and contributes to the analysis and evaluation of program outcomes. Prepares departmental budgets and provides support in the development of the utility's overall construction budgets. Manages and coordinates engineering projects to ensure timely completion within defined scope, budget, and quality standards, while allocating necessary resources such as personnel, equipment, and materials. Works closely with engineering supervisors and team members to track project progress, resolve issues, and implement process improvements that enhance operational efficiency. Provides support, mentorship, and performance evaluations for engineering supervisors; assists in resolving conflicts, setting job-specific goals, and participating in the recruitment and onboarding of engineering staff. Assigns both daily and long-term tasks to supervisors, including responsibilities related to Capital Improvement projects, outage investigations, and management or divisional requests for information. Reviews departmental documentation prior to submission, including work orders, equipment specifications, bid evaluations, and technical reports such as outage summaries, power flow analysis, compliance reports, and cost analyses. Provides technical guidance to engineering personnel and cross-functional support to internal departments, Government of Guam agencies, federal partners, private institutions, and contractors. Addresses engineering related-issues related to power quality, billing, island-wide system events, material evaluations, and infrastructure projects, including permitting, planning, and project execution. Identifies and pursues grant and funding opportunities from federal agencies related to emergency management, energy, environmental protection, natural resources, and agriculture to support electric utility engineering projects, infrastructure upgrades, and system reliability improvements. Prepares and manages division and project budgets, monitors expenditures, ensures cost-effective implementation, and maintains accurate records of project performance, metrics, and progress. Ensures that all engineering activities adhere to relevant safety protocols, regulations, and industry standards, including those related to electrical systems, equipment, and infrastructure. This includes overseeing the implementation of safety measures in design, construction, and maintenance processes, conducting risk assessments, and ensuring compliance with local, state, and federal safety regulations. Performs other related duties as assigned.

HIGH SCHOOL DIPLOMA/ Skills Assessment Certificate – Pursuant to Public Law 26-87 (effective May 17, 2002) and as amended by P.L. 31-254 All new employment in the service of the government of Guam shall have, as a reasonable measure of job performance, the minimum requirement of a high school diploma or a successful completion of a General Education Development (GED) test or any equivalent of a general education high school program, from a recognized, accredited or certified vocational technical institution, in a specialized field required for the job. For entry level positions a formal nationally recognized foundational skills assessment shall be required for consideration for employment.

PROHIBITION AGAINST SEX OFFENDERS: Pursuant to P.L. No. 28-98, “No person convicted of a sex offense under the provisions of Chapter 25 of Title 9 GCA, or an offense as defined in Article 2 of Chapter 28, Title 9 GCA in Guam, or an offense in any jurisdiction which includes, at a minimum, all of the elements of said offenses, or who is listed on the Sex Offender Registry shall work in any agency or instrumentality of the Government of Guam”.

EVALUATION METHOD:

A written test maybe required. When a written test is not required, applicants will be rated on a scale between 70.00 and 100 percent on the basis of their training, education and experience in relation to the minimum requirements of the positions.

INTERVIEWING PROCEDURE/INTERVIEW CONTACT:

Applicants certified for interview based on GPA Eligibility List will receive a **Notification of Certification and Interview Schedule**, Form #HR-NOC-01 via USPS mailing to their last known address. All applicants must contact the Human Resources Division to confirm their scheduled date and time of interview. For rescheduling of interview applicants must contact the Human Resources Division 2 days prior to date of scheduled interview. Applicants are responsible to update personal contact information to the GPA Human Resources Division at gpahr@gpagwa.com as necessary.

Interviews for all certified, eligible candidates, whether in-person, virtual, or telephonic, will be held by the General Manager or his designee(s). **Individuals with disabilities requiring special accommodations must submit their request to the GPA Human Resources Division at gpahr@gpagwa.com or (671) 648-3130 no later than 2 business days prior to the scheduled interview date.** In accordance with Personnel Rules and Regulations Section 4.A.3.11, the General Manager, at his discretion, may schedule a selection interview immediately after the establishment of an eligibility list for the position. Applicants who are pending submission of supporting documents at the time the selection interview is scheduled will not be considered for certification purposes.

DISABILITY PREFERENCE:

Applicants wishing to claim Disability Preference should submit a Government of Guam Disability Certification form, certified by the Director of Public Health & Social Services.

VETERANS PREFERENCE:

Applicants claiming veteran preference are required to provide a copy of their DD-214 (Military discharge form, Member 4 copy). Those claiming Compensable Disability are required to provide a copy of a letter from the Veterans Administration.

EDUCATION:

Applicants claiming degrees or credit hours are required to submit official or verified copies of transcripts or high school diploma or GED certification.

HOW AND WHERE TO APPLY:

Interested applicants may call or visit the Human Resources Division at the Gloria B. Nelson Public Service Building at Route 15 Fadian, Mangilao, (671) 648-3130 between 8:00 a.m. and 5:00 p.m., Monday to Friday, excluding holidays, for additional information and to receive an application for employment (Form A). You may also visit <http://www.guampowerauthority.com/how-do-i/find-job-openings> to view current openings and download the GPA Employment Application. You may submit your application in person, through facsimile (671) 648-3160, or e-mail to gpahr@gpagwa.com. *NOTE: All applications MUST be received by the Human Resources office during regular business hours on or before the closing date of the job announcement irrespective of the form of transmission.

DRUG TESTING:

As approved by Board of Directors effective May 30, 1995, **all applicants tentatively selected for this position will be required to submit to urinalysis to screen for illegal drug use prior to appointment.**

IMPORTANT INFORMATION:

Public Law 99-603 (8 USC Section 1324A) requires the Government of Guam to verify the identity and work eligibility to all newly hired employees. All new employees shall be required to provide proof of identity and work eligibility to work in the United States. The Government of Guam is required to comply with this law on a non-discriminatory basis.

If you are hired to fill a position in the Government of Guam, you will be required to present valid documents that will establish your identity and work eligibility.

FOR FURTHER INFORMATION:

Call us at (671) 648-3130, e-mail us at gpahr@gpagwa.com or visit our office.

APPROVED BY:

For 
JOHN M. BENAVENTE, P.E.,
GENERAL MANAGER

“The Guam Power Authority is an Equal Opportunity Employer”

P.O. Box 2977, Hagatna, Guam 96932 Telephone No.: (671) 648-3130 Fax No.: (671) 648-3160 or
www.guampowerauthority.com

