

Job Knowledge Transfer: Developing New Electrical Design Technicians and Engineers

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of the
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Career Paths for Designers and Engineers

- Designers (weekly)
 - Internal transfer from craft/union title
 - Outside hire
- TEAM (promotion from weekly job title)
Tools for Employees Advancing into Management
- GOLD (management position hire from outside)
Growth Opportunities for Leadership Development

Recruiting

- High Schools: BOCES, other tech schools
- Junior Colleges/Technical School graduates
- Four-year Colleges
 - Engineering and Science majors
 - Business majors
- Military Hires (Bradley-Morris Inc.)

(see last slide for Careers listings)

Career Path: Designers

(handout)

TEAM Program

Tools for Employees Advancing into Management

- Developmental experience designed to provide recently promoted weekly employees with tools necessary to make a successful transition into management
- Fine tune technical and job-related skills via mentored work assignments
- Training targeted at developing leadership skills

Length – 6 to 12 months

TEAM Process

- Candidate – selected, interviewed, accepts the position offered
- Manager – overall candidate development; assigns mentor; assures assignment completions
- Mentor – coach; resource; encourage-guide-support; assigned for length of program
- Committee – cross-section of upper mgt.; review performance; provide final decision of acceptance
- Career Counselor/Program Administrator – oversee the TEAM program; provide advice and counsel to TEAM process members

TEAM training

Leadership Courses (in order of preferred completion)

- TEAM Program Orientation (eLearning)
(Must be completed first)
- Development Plan Workshop
(To be taken within 1 month of completing on-line assessment)
- Supervisory Skills
- Communicate! A New Professional's Guide to Influence
- Situational Leadership
- TEAM Business Writing
- Presentation Skills

TEAM training (cont'd)

Plus practical courses in:

- Time Management
- Financial Basics (On-line)
- Incident Command System (ICS) Basic
(online)
- FERC Standards Training (online)
- The History of Con Edison (online)
- Man-hour Rate
- An Industry in Transition
- Managing Workplace Conflict

GOLD program

Growth Opportunities for Leadership Development

- Recent college graduates
- Introduction to changing utility industry
- Encourages critical thinking, imitative, open communication
- Challenges to expanding technical knowledge while
- Cultivates leadership style

GOLD Process

- Associate – selected, interviewed, accepts the position offered
- Manager – overall Associate's development; assigns mentor; assures assignment completions
- Mentor – coach; resource; encourage-guide-support; assigned for length of program
- Committee – cross-section of upper mgt.; review performance; provide final decision of acceptance
- Career Counselor/Program Administrator – oversee the GOLD program; provide advice and counsel to GOLD team members

GOLD Associate Development

3 – 6 month rigorous assignments consisting of:

- Presentation at each review with Q+A
- One supervisory assignment
- Technical Paper (plus defense)
- Leadership Journey Paper (final presentation on the value of the process)
- Volunteerism – required community involvement

GOLD training

- **Business Writing for Management Associates**
- **Making A Difference: Supervisor's Guide to Communication and Coaching**
- **Supervisory Skills**
- **Managing Workplace Conflict Making Your Point!
A Guide to Powerful Presenting**
- **Situational Leadership**
- **Project Team Member Workshop**
- **On Budget: Budget Workshop**
- **Required Technical and EH&S Training**
As determined by the Mentor and Manager

GOLD training (cont'd)

- **History of Con Edison** (online)
- **An Industry in Transition** (online)
- **Hazard Communications (HAZCOM)** (online)
- **Close Call procedure** (online)
- **OSHA Time Out (OJT)**
- **Public Safety** (online)
- **Driver Safety**
- **Incident Command System (ICS) Basic**
- **Accurate Time Reporting** (online)
- **Workplace Violence Prevention Training** (online)
- **The Rate Case Process** (online)
- **Man-Hour Rate** (online)
- **Financial Basics** (online)
- **Conflicts of Interest*** (external training)
- **FER0003 FERC Standards Training**

For more information on courses, programs, and facilities at

Con Edison The Learning Center

contact:

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JOBS AT CON EDISON

<http://apps.coned.com/careers/careers/jobs.asp>
category = Engineering

See also:

Environmental Health & Safety

Finance

Information Technology

Other Professional Positions

Skilled Trades

Desk, computer, design manuals	\$20,000
Supervision, mentoring, coaching	\$55,000
Training for 1 new design technician	\$85,000
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