



Job Title: Certified Substation Technician
Location: Riverton, WY
Job Type: Full Time

Open Date: 03/06/2026
Closing Date: 03/20/2026

SUMMARY

The Certified Substation Technician programs, tests, installs, operates, maintains, and repairs substation equipment which includes, but is not limited to, transformers, voltage regulators, reclosers, load tap changers, station batteries and chargers, capacitor banks, circuit switchers, motor operators, SCADA equipment, relays, controls, and other technical equipment. They also perform routine inspections, compile reports, and assist with technical problems.

ESSENTIAL DUTIES AND RESPONSIBILITIES

Works cooperatively with the line crews and engineering department.

Installs, programs, tests, maintains, and repairs reclosers, transformers, regulators, circuit breakers, motor operators, batteries, battery chargers, capacitor banks, etc.

Programs, tests, installs, and maintains all relays and electronic controls on High Plains Power's system.

Performs routine inspections and compiles inspection reports.

Downloads event and load data from substation relays and recloser controls and maintains substation load and device databases.

Implements recommended settings for substation equipment and devices. Properly records maintenance data and submits to Substations Superintendent.

Provides assistance in the construction and installation of overhead and underground substation facilities.

Responds to and investigates power quality issues.

Assists planning for SCADA implementation and installs SCADA equipment.

Prepares vehicles for construction and/or maintenance projects to include fueling, loading, unloading, stocking materials, and supplies and inspecting PPE, vehicles, tools and equipment for safety compliance.

Responsible for tools and material assigned to the vehicle on which they are working as well as the general good housekeeping of vehicles.

Assists the Substations Superintendent in planning, developing, and recommending work plans and programs pertaining to substations.

May participate in on-call rotations for outages and associated interruptions after normal working hours, and on holidays and weekends. Maintains availability for necessary on-call and work outside of normal working hours.

Provides training to cooperative personnel as needed.

Performs other duties as assigned.

MINIMUM QUALIFICATIONS

Certified Substation Technician having successfully completed a formal apprenticeship at least three (3) years in length with a combined total of at least four (4) years of progressive experience working in the electrical field; or an equivalent combination of education and experience.

Must have a valid driver's license and obtain a valid Wyoming Class A Commercial Driver's License (CDL) within 6 months of hire; must keep current and valid throughout employment.

PREFERENCES:

Preference will be given to Journeyman Linemen with a substation technician certification.

WORKING CONDITIONS

Work is performed both inside and outside. The employee must frequently move up to 50 pounds and occasionally move up to 100 pounds. Employee must frequently navigate stairs and ladders and occasionally climb structures. Must recognize, avoid, and communicate safety hazards to others. There may be moderate safety hazards from falling objects or improperly handled equipment. This position will normally have regular hours of work with irregular volume of activity. Some overtime may be required.

This position requires regular travel to high voltage electrical substations, metering locations and commercial/industrial locations across a territory covering 12,500 square miles. While performing the duties of this job, the employee frequently works outside in inclement and varying weather conditions and in industrial settings where the noise level can be moderate to high. The employee may occasionally work near mechanical parts, in high or precarious places and may occasionally be exposed to fumes or airborne particles, as well as the risk of electrical shock.

NOTES:

- FSLA: Non-Exempt
- High Plains Power is an Equal Opportunity Employer and acts in accordance with ADA, reasonably accommodating qualified applicants with disabilities.
- Eligible applicants meeting the minimum qualifications will be notified only if offered an interview. Transcripts of relevant coursework, degrees, and/or vocational or technical education will be required upon interview.
- Successful applicants must pass a background/reference check, medical assessment, and drug test before hire.
- All employees must register with driver risk management and consent to continuous motor vehicle record monitoring.
- High Plains Power is a drug-free workplace. All employees are subject to drug testing while employed.

- High Plains Power offers a competitive benefits package including medical, vision, dental, life insurance, and long-term disability; 401k Pension Plan, Retirement Security Plan, paid holidays, PTO, and tuition reimbursement program.