K-Temp Inc.

A Wholly-Owned subsidiary of EDG Inc.

Requisition Number: 3047
Job Title: Sr. Relay and Protection Field Supervisor
Date Opened: 10/8/2026
Location: Little Rock
Industry: Electric Utilities
Department: Electric Grid Services
Employment Type: Casual
FLSA Exemption: Non- Exempt
Eligible for US Work Authorization Sponsorship: No

Job Summary:

The Sr. Relay and Protection Field Supervisor will report to the Utility Construction Manager and will be engaged in the project during the construction phase of Capital Construction Projects for substations and transmission lines through final commissioning and closeout phases. Below is list of activities the Relay and Protection Field Supervisor may be involved in throughout the life cycle of a project from initiation to final commissioning and closeout. Project scopes vary as will the roles of a Relay and Protection Field Supervisor for each project.

Job Duties and Responsibilities:

- Participate as a member of project teams to assist others in the development of project scope, project cost estimate, project schedule;
- Participate on site field / scope visits;
- Ensure all Relay Protection & Control, SCADA (RTU) & Communication Systems are installed and commissioned in Safe and Efficient Manner;
- Assist others in developing schedule including critical paths;
- Assist others in developing detailed construction plans and identify outage requirements to implement new facilities;
- Assist in developing construction contract bid packages; review responses and participates in vendor selection. Attend pre-bid meeting with contractors;
- Participate in design constructability reviews;
- Participate in developing a detailed construction plan, which includes a list of outages, exact work dates, and construction resource requirements;
- Ensure that contractors are in compliance with Utility Company mandated safety training;
- Coordinate with survey and soil boring crews as needed;
- Ensure all necessary permits from ROW and or Environmental groups are in place prior to the start of construction;
- Participate in Contractors Pre-Construction/Safety Kickoff meeting to outline what is expected of contractor;
- Ensure contractor inventories all material delivered to site. Work with contract design engineers when deficiencies are noted:
- Safety – Tailboard conference attendance/review, JSA development/review, observations/hazard analysis, monitor contract crew members to have Substation Awareness training, monitor skills abilities of contractors for task, mental and physical state, public exposure, accident/incident reporting.
- Monitor and report theft or illegal activity;
- Ensure contractor activities do not compromise system reliability;
- Ensure expected quality is achieved by contractor in field;
- Ensure project work is maintainable by the Utility Grid Operations at end of project;

- Ensure project work does not hamper the Grid Operations maintainability of existing equipment at site;
- Protect the Utility position in relation to environmental issues;
- Coordinate with Environmental Contractors on the sampling and removal of oil from devices taken out of service;
- Coordinate with the Utility Environmental Group and specified Contractors on any environmental concern and/or clean-up activities due to spills of any type;
- Coordinate with the Utility Environmental Group and specified Contractors on all Storm water Management activities;
- Ensure that SWMPP (substation work management project plan) is in installed and maintained as designed;
- Ensure that SPCC (Spill Prevention Controls & Countermeasures) are in effect and maintained properly;
- Identifies and addresses all project safety hazards and environmental concerns;
- Responsible for monitoring and routine reporting on project construction schedule and cost;
- Perform quality assurance checks during construction;
- Ensure that SWMS (substation work management system)/Asset Data forms, and corresponding photos are completed for all equipment being installed and/or removed;
- Monitor schedule and progress versus requested in service date;
- Ensure contractor returns excess material to stores and that it is credited to the job. "Follow the Material Return Process"
- Work with investment recovery in the salvage of conductor. "Follow the Investment Recovery Process";
- Assist the Construction Field Supervisor with the construction crew with regard to safety on the job including:
    - Ensure the Safety of self, public and all team members
    - Proactively identify and address safety issues and provide input to mitigate the hazards
    - Assist in crews JSA and Tailboards
    - Discuss work activity for the day
    - Discuss any material issues
    - Be Environmental Stewards
    - Ensure permit requirements are adhered to while performing work
- Work with engineers to:
    - Provide input to scopes, estimates, schedules, constructability meetings
    - Coordinate material deliveries and landowner access
    - Perform QA/QC activities on all phases of the project
    - Log construction progress and keep field notes
- Ensure as-built documentation is done and work complies to Utility Company Standards.

Qualifications (Knowledge, Skills and Abilities):

- High School Diploma or the equivalent
- Ten (10) + years of experience in the Electric Utility Transmission & Distribution.
- Must be knowledgeable and be able to interpret and cite OSHA regulations and provide guidance to construction crews and upper management on the proper application of these regulations in the workplace

Working Conditions:

- Work is primarily conducted at Project Construction Sites within Utility Company service area (may require occasional travel to other services areas). This might include electric Substations, Transmission and Distribution lines.

- Interaction with other team members, as well as supervisors and client personnel.
- Must be able to wear safety equipment as required by the safety department for personal protection.
- May be at more than one job site in a day and must be able to tolerate climate changes.

Physical Requirements (With or without Reasonable Accommodation):

- Must be able to lift and carry twenty (20) pounds;
- Sufficient clarity of speech and hearing or other communication capabilities, with or without reasonable accommodation, which permits employee to communicate effectively;
- Ability to sit for prolonged periods of time with or without reasonable accommodation;
- Sufficient vision or other powers of observation, with or without reasonable accommodations, which permits employee to conduct analysis and investigations;
- Sufficient manual dexterity with or without reasonable accommodation, which permit the employee to perform routine office duties;
- Sufficient personal mobility and physical reflexes, with or without reasonable accommodations to perform office duties and travel when necessary to off-site locations.

This job description is intended to indicate the kinds of tasks and levels of work difficulty required of the position given this title and shall not be construed as declaring what the specific duties and responsibilities of any particular position shall be. It is not intended to limit or in any way modify the right of management to assign, direct and control the work of employees under supervision. The listing of duties and responsibilities shall not be held to exclude other duties not mentioned that are of similar kind or level of difficulty.

Drug Free Workplace:
EDG Inc. and its subsidiaries are committed to a drug free workplace. Applicants are subject to pre-employment drug screening by urinalysis.

Post-hire, employees are subject to random, periodic, post-accident, and reasonable suspicion drug testing which may include both hair and urine drug screens. In addition to the requirements of EDG's drug free workplace program, employees may be required to sign, acknowledge and comply with drug free workplace policies or programs required by clients.

We are an equal opportunity employer and all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, gender identity, national origin, disability status, protected veteran status, or any other characteristic protected by law.