



**Pacific Gas and
Electric Company**



PACIFIC GAS AND ELECTRIC COMPANY
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BRENDA LEGGE
PRINCIPAL NEGOTIATOR

ENGINEERS AND SCIENTISTS OF CALIFORNIA
LOCAL 20, IFPTE, AFL-CIO AND CLC
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510.238.8320

JOSHUA SPERRY
SENIOR UNION REPRESENTATIVE

19-21-ESC

December 11, 2019

Joshua Sperry, Senior Union Representative
Engineers and Scientists of California, Local 20
IFPTE (AFL-CIO & CLC)
810 Clay Street
Oakland, CA 94607

Dear Mr. Sperry:

IT Project Managers

The Company and Union have concluded negotiations for newly represented IT Infrastructure Project Managers in the IT department. The agreed upon contract language and job descriptions are included as attachments to this agreement.

Implementation Date

All IT Infrastructure Project Manager employees will be included in the general ESC-PG&E contract as of the implementation date of January 1, 2020. All current incumbents will receive the 3% General Wage Increase (or lump sum as described below) retroactive to Jan 1, 2020 to be paid as soon as possible.

Effective upon implementation, each employee's current salary will be moved into the salary range for their respective classification; however, no employee's salary shall go beyond the maximum of their respective pay range.

Employees whose current wage rate is greater than the maximum of their respective pay range shall have their current wage rate "grandfathered," (i.e., they will continue to reside outside the pay range for their classification), but they will not receive any base salary increases (i.e. general wage increases) until the maximum pay range for their classification surpasses their current salary, at which time their salary will be increased to the maximum pay range for their classification and the employee will be eligible to receive future general wage increases.

For those employees who do not receive a general wage increase due to their current wage rate's being greater than the maximum of their respective pay ranges, they will receive a lump sum payment equal to the percentage increase they did not receive as a base salary increase for the given year in question at two (2) times the lump sum payment portion.

Classification Groups

All Classifications will be part of one Classification Group in the Contract, to be called "IT Infrastructure

Project Managers."

Seniority

Seniority shall be determined per Title 13 using each employee's date of hire at PG&E.

STIP

- a. STIP target participation rate will remain at current rates: 10% for Associate, Career, Senior, and Expert level positions, and 15% for Principal level classifications. Future hires' STIP target will be 10% for all classifications except Principal, which is 15%.
- b. 2019 Q4 PMP ratings and STIP payments will not be eligible for future grievable.

Recognition Clause

The parties agree to modify Title 3 of the Contract to reflect the inclusion of these groups by referring to the NLRB case numbers as shown below and adding the next number to the list in section 3.1:

TITLE 3. RECOGNITION

3.1 RECOGNITION

XX. NLRB Case 32-RC- 213182, April 6, 2018, IT Project Managers

Exhibit A, Exhibit D and Appendix 1

The new Classification Group will be added to Exhibit A with 2020 salary ranges as shown in Attachment 1. Pre-bid codes will be established for all positions. Classification-specific working conditions (Attachment 2) will be added to Exhibit D and job descriptions (Attachment 3) will be added to Appendix 1.

If you agree, please so indicate in the space provided below and return one executed copy of this letter to the Company.

Very truly yours,

PACIFIC GAS AND ELECTRIC COMPANY



By: _____
Matthew Levy
Director

The Union is in agreement.

ENGINEERS AND SCIENTISTS OF CALIFORNIA
LOCAL 20, IFPTE, AFL-CIO and CLC

1/8 _____ 2020
2019

By: _____
Joshua Sperry
Senior Union Representative

Attachment 1: New Classification Group and Salary Ranges

2019 Salary Ranges

	2019 Min (Monthly)	2019 Max (Monthly)	2019 Min (Annual)	2019 Max (Annual)
IT Infrastructure PROJECT MANAGERS				
IT Infrastructure Project Manager, Associate (52431512)	6,452	8,584	77,424	103,008
IT Infrastructure Project Manager (52431513)	7,805	11,375	93,660	136,500
IT Infrastructure Project Manager, Senior (52431514)	9,584	12,863	115,008	154,356
IT Infrastructure Project Manager, Expert (52431515)	10,863	14,483	130,356	173,796
IT Infrastructure Project Manager, Principal (52431516)	11,657	15,541	139,884	186,492

2020 Salary Ranges

	2020 Min (Monthly)	2020 Max (Monthly)	2020 Min (Annual)	2020 Max (Annual)
IT Infrastructure PROJECT MANAGERS				
IT Infrastructure Project Manager, Associate (52431512)	6,646	8,842	79,752	106,104
IT Infrastructure Project Manager (52431513)	8,039	11,716	96,468	140,592
IT Infrastructure Project Manager, Senior (52431514)	9,872	13,249	118,464	158,988
IT Infrastructure Project Manager, Expert (52431515)	11,189	14,917	134,268	179,004
IT Infrastructure Project Manager, Principal (52431516)	12,007	16,007	144,084	192,084

Attachment 2: Additions to Exhibit D

IT PROJECT MANAGERS

A. Shared Work Jurisdiction

1. The IT Methodology is not exclusive to IT Infrastructure PMs.
2. First-Line Supervisors (including managers or directors who directly supervise IT Infrastructure PM's) may support IT PM's, including performance of IT Infrastructure PM duties (as delineated in the job descriptions) up to 30% of the first-line supervisor's time. This will not include a first-line supervisor being assigned as the Project Manager for any specific project.
3. IT Infrastructure PMs will continue to be assigned infrastructure projects; however, the Company has historically utilized other represented and non-represented employees to support the delivery of projects. These other represented and non-represented

employees may continue to support the delivery of projects and IT Infrastructure PMs through the performance of work historically performed through their normal job functions. As described in the chart below, only IT Infrastructure PM's will perform IT Infrastructure PM duties.

4. Other management employees may be utilized to initiate projects by performing IT Infrastructure PM work for up to four weeks. The project will then be transitioned to an IT Infrastructure PM.
5. The chart below shows work jurisdiction between ESC represented IT Infrastructure PMs and non-union represented IT PM's. The following notes apply:
 - a. "Non-union" or "shared" projects are assigned at management's discretion. If infrastructure costs (with exception to Cybersecurity projects) are above \$200,000, an IT Infrastructure PM will be engaged to manage the scope, schedule and cost of the infrastructure installation. Cybersecurity PMs will manage infrastructure installation of Cybersecurity projects, but this may be assigned to IT Infrastructure PMs at management discretion.
 - b. The Chart is based on current IT Infrastructure Assets. If PG&E changes the IT Infrastructure Assets included on this chart, the Company will meet with ESC to discuss how to update this chart. Changes will require mutual agreement.

Type of Project	ESC	Shared	Non-Union
Power Gen IT Infrastructure projects		X	
Cybersecurity IT Infrastructure projects			X
Application based Infrastructure buildout (e.g. Office 365, Remedy, Cloud)		X	
IT Infrastructure Projects - New install and Lifecycle of Infrastructure (including but not limited to): <u>Data Networks:</u> • LAN/WAN - Router and Switch • Data Transmission 1. Microwave Systems 2. Fiber 3. Multiplex Equipment (Channel Banks etc.) 4. WiFi - WAP's and Controllers 5. Project related Bandwidth Upgrades (3rd Party Carriers) 6. VSAT 7. Operational Technology - Network Connectivity <u>Voice Platforms:</u> • VOIP Call Manager (CUCM) • ROIP (Radio) Controllers, Base Stations, Turrets • Voice Loggers <u>Common Facilities:</u> • DC Plant - Battery, Powerboard • AC Plant - Generators, Transfer Switch, UPS	X		

• Towers - Replacements or Upgrades • Smart Meter – AP's, DCU's, Networks • Structured Cabling • Audio Visual Equipment <u>Operational Technology:</u> • Server Lifecycle • Protection Equipment <u>Data Center:</u> • Server Lifecycle • Network Services - DNS/DHCP, Network Synchronization etc. • IAAS - (Infrastructure as a Service) • Monitoring Tools – Project requiring Infrastructure (Non-App based) <u>Miscellaneous:</u> • Project Related End User Devices - PC's, Imaging Devices, Mobile Radios			
IT-owned application support		X	
LOB Applications (e.g. DMS, GIS)		X	

B. PMP Certification

All employees at the Senior IT Infrastructure Project Manager level and higher shall be required to have and maintain a Project Management Professional (PMP) certification from the Project Management Institute (PMI). Current Senior, Expert and Principal IT Infrastructure Project Managers are encouraged, but not required, to obtain certification; however, current Senior and Expert IT Infrastructure Project Managers will be required to obtain and maintain a PMP certification in order to be eligible for promotion to the next classification level.

C. Temporary Assignments to Higher Classification

The provisions of Section 15.3(d) shall not be applicable for upgrades to Senior or Expert IT Infrastructure PM; instead the provisions below will be substituted.

- 1) Every project assigned to an IT Infrastructure PM shall be defined as Low, Medium or High Complexity.
- 2) The initial complexity rating will be assigned by a Principal IT Infrastructure PM in consultation with technical experts. Management will review any Medium or High ratings and may change the rating assigned by the Principal IT Infrastructure PM. The methodology used to establish the initial rating will be determined by management.
- 3) If an IT Infrastructure PM disagrees with the complexity rating of a project assigned to him/her, he/she will submit a Project Change Request and will attach a completed Risk

and Complexity Calculator. The Calculator is a negotiated document (item 8 below) which shows multiple factors and a formula for assigning a rating of Low, Medium and High Complexity.

- 4) If a project changes complexity during its term, the IT Infrastructure PM or management (Supervisor, Program Manager, etc.) will submit a Project Change Request and explain the reason for the change. This may cause a pay upgrade to begin or end, based on the date of the approval meeting; if approval takes more than two weeks, or if there is a grievance and resolution occurs later, then the date will be the date of the request (currently this is the date the PM entered the Project Change Request into the SharePoint and routed the request to their Supervisor).
- 5) If Management denies a change request, the Union may file a grievance. The Union will only file grievances over project complexity ratings if the outcome will affect pay or temporary upgrade for an IT Infrastructure PM; the Union may grieve the complexity rating of more than one project assigned to the same IT Infrastructure PM.
- 6) Associate, Career and Senior Project Managers shall be temporarily upgraded as indicated in the chart below. The PMP certification is not required as condition of a temporary upgrade to Senior or Expert IT Infrastructure Project Manager.

If 3 or fewer projects		Upgrade to
	If majority (>50%) is MEDIUM or if 1 HIGH project	Senior
	If 2+ projects are HIGH	Expert
If >3 projects		
	If >51% MEDIUM/HIGH	Senior
Or	If 3+ projects are MEDIUM/HIGH	Senior
	If >76% MEDIUM/HIGH (With at least 1 HIGH)	Expert
Or	If 2+ projects are HIGH	Expert

- 7) For all temporary upgrades, the term of assignment is defined as initial assignment until reassignment or construction and stabilization are complete.
- 8) Complexity and Risk Calculator

Each project will be scored 1, 2 or 3 points on each factor (row) using the criteria as shown in the matrix below. Low complexity is one point, medium complexity is two points, high complexity is three points. The project score will be the sum of all the points divided by six. The final complexity rating will be determined as follows:

Project Score	Complexity Rating
>2.25	High
1.46-2.24	Medium
<1.45	Low

Complexity Factor	High Complexity [3]	Medium Complexity [2]	Low Complexity [1]	Notes/Details
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Compliance Impact	Project requires exceptional regulatory validation or must meet other significant regulatory needs. IT PM is directly responsible for managing the relationship with the regulatory agency/body.	Project must meet well-established regulatory needs	Project will have few or no compliance or regulatory impact or LOB responsibility	Ex: compliance with FCC, CAISO, NERC, SOX, etc. PM is not responsible for the approval but must coordinate PG&E's resources to get those approvals.
Impact to Change Management	Project requires extensive new training program and standards/procedures/policies to implement and maintain (e.g. Windows 10, Office 365, Distribution Control Centers)	Project requires custom developed training (e.g. WBT, onsite training, dedicated support line) to implement	Project requires simple training, up to a 5MM to explain.	Ex: ADMS required lots of training
Project Management and Coordination Complexity	Team directly led by IT PM requires Infrastructure Core Team plus 3 or more non-IT additional departments	Team directly led by IT PM requires Infrastructure Core Team plus minimum 1 additional IT departments and 1 non-IT additional departments	Typically, only requires Core Infrastructure team	Core Team: PM, Eng, T300, Design Draft, T200, ENOC, IT Specialists, Cyber Security, Architects, Service Introduction Non-Core Additional IT Departments: Environmental, Software Base Specialists, etc. Non-IT Additional Departments: Land Rights, Land Planning, Substation, Law Dept, Govt Entities, etc.
Labor Commitment	Work effort over 10,000 hours or Budget > \$3M	Work effort between 5,000 and 10,000 hrs or Budget \$1M - \$3M	Work effort between 1,500 and 5,000 hrs or Budget < \$1M	Total IT Job Estimate, including labor, materials, contracts
Technology Complexity	Project requires new technology and new standards - new to Industry	Project requires deviation from existing technology standards - new to PG&E	Project fits within existing PG&E technology standards and guiding principles	
Business Impact on Performance and Availability	Project impacts mission-critical or highly visible business functions; may affect a very large number of users (>500)	Project impacts "business-critical or significant" business functions; may affect a medium number of users (100-500)	Project impacts "noncritical or important" business functions	Either outcome of project or project itself may have this impact. EG if a clearance will impact "business-critical" functions. Or the project will modify critical systems

D. Principal IT Infrastructure Project Manager – ITCC Role

IT Principal Infrastructure Project Managers may voluntarily participate on an Information Technology Command Center (ITCC) team. If a Principal IT Infrastructure PM volunteers to participate on an ITCC team, they understand that they are committing for 1-year period. However, if a Principal IT Infrastructure PM can no longer serve as an

ITCC team member, they shall give IT Infrastructure management a minimum of a 30-day advance notice. Principal IT PMs will be given the option to voluntarily recommit to the ITCC team each year.

E. Job Bidding, Promotion and Transfer

Promotion in Place

When business needs require the creation of a Sr. PM position in an office without an increase in the combined number of journey and Sr. PM positions in that office, the Company and Union may agree in writing to promote an incumbent journey PM in that office to Senior PM without a vacancy. If there is more than one incumbent journey PM in the office, the joint selection panel process shall be used to select the individual most qualified for promotion.

Posting of Positions in more than one Headquarters

In filling positions in field locations, the Company may identify multiple locations as a possible headquarters. In those cases, the successful candidate will choose the office from those listed to use as their work headquarters. If an employee vacates a position, the position may be re-posted in more than one office. In the event work shifts locations, any movement of employees on a non-voluntary basis will follow the provisions of Title 22.

Filling Vacancies for Principal IT Infrastructure Project Manager

When filling vacancies for Principal IT Infrastructure Project Manager, Senior PM's will be considered at equal priority along with Expert PM's in section 21.15.c.1.

This item may be cancelled by either the Company or the Union with 60 day's written notice. If cancelled, any Principal openings already in process on the date of the cancellation would still include Senior PM's.

F. IT Methodology

IT Infrastructure PM's will follow the IT Methodology to perform their duties. The Company may make changes to the IT Methodology at its discretion as long as those changes do not alter the duties as described in the IT Infrastructure Project Manager job descriptions.

IT Infrastructure Project Managers may lead any known type of project methodology (Waterfall, Agile, Iterative, Hybrid, etc.), as approved by management, as well as future project methodology models that are not yet developed that require a Project Manager.

Attachment 3: Job Descriptions

	IT INFRASTRUCTURE PROJECT MANAGER, ASSOCIATE (52431512)
Summary	This Infrastructure position is responsible for the concurrent management of one or more small size IT infrastructure projects. These projects are one-time, multitask jobs that have clearly defined start and end dates, a specific scope of work, a budget, required resources, and a specified performance objective to be accomplished. Develops technical competence and applies basic technical principles to address problems of limited scope. Resolves problems of project specific scope within procedural guidelines.

	An Associate IT Infrastructure Project Manager will typically be paired with one or more mentors in the work group to assist in learning key contacts, processes, and the project management tool used to monitor and control project assignments. Manager sets priorities and reviews work regularly. An Associate IT Infrastructure Project Manager can also be resourced to support Career level or higher-level Project Managers on more complex projects.
Job Duties:	Cost Development & Management 1. Manage financial progress and forecasts. Communicate any financial changes or impacts to stakeholders and obtain authorization for budget underruns, overruns, or changes to estimates using project change request process and appropriate software (for ex: SAP Business Planning and Consolidation, SAP Work Management System, Electronic Document Routing System, Project Management and Portfolio Center). 2. Create, maintain, and update monthly forecast budgets. 3. Plan and collaborate with Engineering, Specialists, and Design teams to develop Advanced Authorizations, Job Estimates, and Re-Authorizations. 4. Prepare journal entries or process goods receipts in current software system. 5. Use the cost and work plan to determine if project objectives are achievable. Adjusts project scope, with project sponsor approval, and schedule as appropriate to accommodate change. Schedule Development & Management 6. Define resource needs, obtain commitments, and manage staffing requirements to form project teams. 7. Communicate any schedule changes or impacts to stakeholders and obtain authorization per Project Change Request Process. 8. Clearly define and communicate roles, responsibilities and expectations for all members of the project team. 9. Develop and maintain up-to-date detailed project schedules and work plans. Monitor critical project milestones and identify ways to resolve schedule issues using appropriate software (ex: SAP Work Management System and MS Project). Scope & Quality Management 10. Develops and defines project scope and objectives. 11. Communicate any scope changes or impacts to stakeholders and obtain authorization per Project Change Request Process. 12. Conduct project kick-off meetings and site visits as necessary. 13. Assess project performance and implement changes as necessary to ensure the projects remains within specified cost, schedule, scope and quality objectives. 14. Accurately and consistently forecast project resource, material and contract costs within a standard PG&E tool(s). 15. Participate and lead project status meetings and communicate status of all projects to stakeholders and management. Record, track and communicate issues, risks, changes, and status reports within a PG&E standard tool. 16. Manage and facilitate IT clearances as part of assigned projects. 17. Develop and maintain productive working relationships with project sponsors, vendors and key clients. 18. Interface with Design and Construction resources. Track status of deliverables with resource groups and resolve potential issues. Project Compliance and Documentation 19. Manage SAP orders from inception through completion and all required documentation is entered into current software system. 20. Ensure project documentation is maintained. Prepare all project documentation for closure, storage, and possible auditing activities, ensuring

	technical accuracy. 21. Resolve all open items, ensure compliance requirements are met, and develop and provide settlement rules, ensure SAP orders are closed out. 22. Identify and communicate lessons learned and incorporate prior lessons learned as best practices into projects. General 23. Support the development of metrics, procedures, objectives and methods to assess project progress while using established standards and quality objectives. 24. Support peers through training and guidance. 25. Communicates and manages efforts with 3rd parties (ex: EGI, Local/State Agencies, and Land Owners). 26. Communicates and manages efforts for permitting (ex: ERTC or NOC). 27. Identify and proactively participate in future process or business improvements as approved by supervisor and work with responsible leaders and parties to implement. 28. Partners with EPCM, Sourcing and Legal departments to negotiate third party contracts. 29. Monitors and manages scope, schedule, cost and quality of IT Infrastructure EPCM (Engineer/Procure/Construct/Manage) projects 30. Develop metrics, procedures, objectives and methods to assess project progress while using established standards and quality objectives. 31. Manage and integrate any vendor contract tasks and review vendor deliverables within defined PG&E policy.
Knowledge / Abilities	1. Basic understanding of project management principles and methodologies 2. Understanding of PG&E's business, and IT strategies and objectives 3. Workforce planning and resource management skills 4. Ability to function and manage in a matrixed environment 5. Understanding of IT roles and responsibilities at PG&E 6. Excellent communication (oral and written) and collaboration skills 7. Skill inventory and database experience 8. Financial Acumen, team player, makes agreements 9. Proficiency in negotiation and risk management 10. Skilled in using IT Methodology and appropriate software tools– currently HP Project and Portfolio Management (PPMC), Microsoft Project, Microsoft Office Suite, SAP, etc.
Job Qualifications	
Education	BA/BS in Computer Science, Business, Engineering or Project Management Professional (PMP) Certification from the Project Management Institute (PMI).
Licenses / Certifications	Project Management Professional (PMP) Certification desired from the Project Management Institute (PMI).
Experience	

	IT INFRASTRUCTURE PROJECT MANAGER (52431513)
Summary	This Infrastructure position is responsible for the concurrent management of one or more small to medium-sized IT Infrastructure projects. These projects are one-time, multitask jobs that have clearly defined start and end dates, a specific scope of work, a budget, required resources, and a specified performance objective to be achieved. Resolves problems of moderate scope. Assignments typically require standard

	solutions. Generally works independently with limited feedback from other engineers and supervisor. Demonstrates full technical competence. A Career IT Infrastructure Project Manager can also be resourced to support Senior level or higher-level Project Managers on more complex projects and programs.
Job Duties:	Able to perform all duties of the Associate IT Project Manager
Knowledge / Abilities	1. Fully competent understanding of project management principles and methodologies 2. Understanding of PG&E's business, and IT strategies and objectives 3. Workforce planning and resource management skills 4. Ability to function and manage in a matrixed environment 5. Understanding of IT roles and responsibilities at PG&E 6. Excellent communication (oral and written) and collaboration skills 7. Skill inventory and database experience 8. Financial Acumen, team player, makes agreements 9. Proficiency in negotiation and risk management 10. Skilled in using IT Methodology and appropriate software tools– currently HP Project and Portfolio Management (PPMC), Microsoft Project, Microsoft Office Suite, SAP, etc. 11. Possess understanding of complex IT Infrastructure technologies (ex: SONET, DWDM, Fiber, Microwave, etc.).
Job Qualifications:	
Education	BA/BS in Computer Science, Business, Engineering or Project Management Professional (PMP) Certification from the Project Management Institute (PMI).
Licenses / Certifications	Project Management Professional (PMP) Certification desired from the Project Management Institute (PMI).
Experience	Three (3) years' experience in project management.

	IT INFRASTRUCTURE PROJECT MANAGER, SENIOR (52431514)
Summary	This Infrastructure position is responsible for the concurrent management of one or more small to medium to moderately complex IT Infrastructure projects. These projects are one-time, multitask jobs that have clearly defined start and end dates, a specific scope of work, a budget, required resources, and a specified performance objective to be achieved. Demonstrates advanced knowledge and technical competence. Exercises independent judgment and discretion in matters of significance with broad scope and high complexity. Works independently with limited feedback from other Project Managers and supervisor. A Senior IT Infrastructure Project Manager can also be resourced to support Expert level or higher-level Project Managers on more complex projects and programs.
Job Duties:	May perform all the functions of Associate and Career IT Project Manager, and in addition: 1. As assigned by their supervisor, coaches Associate and Career IT Infrastructure Project Managers. 2. Provides voluntary mentorship to less tenured Project Managers. 3. May participate in strategic and financial planning to support management and Principal Project Managers for the planning of upcoming book of work.
Knowledge / Abilities	1. Advanced understanding of project management principles and methodologies

	2. Understanding of PG&E's business, and IT strategies and objectives 3. Workforce planning and resource management skills 4. Ability to function and manage in a matrixed environment 5. Understanding of IT roles and responsibilities at PG&E 6. Excellent communication (oral and written) and collaboration skills 7. Skill inventory and database experience 8. Financial Acumen, team player, makes agreements 9. Proficiency in negotiation and risk management 10. Skilled in using IT Methodology and appropriate software tools– currently HP Project and Portfolio Management (PPMC), Microsoft Project, Microsoft Office Suite, SAP, etc. 11. Successful experience managing projects with one or more complex IT Infrastructure technologies (ex: SONET, DWDM, Fiber, Microwave, etc.).
Job Qualifications:	
Education	BA/BS in Computer Science, Business, Engineering or Project Management Professional (PMP) Certification from the Project Management Institute (PMI).
Licenses / Certifications	Project Management Professional (PMP) certification and maintenance required from the Project Management Institute (PMI).
Experience	Eight (8) years of project management experience with a minimum of four (4) years of experience in an IT department. The four (4) years of experience in an IT department does not have to be Project Management experience.

	IT INFRASTRUCTURE PROJECT MANAGER, EXPERT (52431515)
Summary	This Infrastructure position performs the functions of the Journey and Senior level IT Infrastructure Project Manager, but for more complex, larger budget, higher risk exposure, and higher profile projects. In addition, the Expert IT PM is routinely requested by management to apply extensive telecom expertise to coordinate tactical telecom solutions with other teams for the most complex, high risk, business critical PG&E systems. Manages multiple complex, high risk, or very large IT Infrastructure projects, resolves problems of very complex scope, and is accountable for the entire project's budget and stakeholder management. Is widely recognized and serves as an expert within area or specialization to meet high level business needs. Regularly expected to apply creativity or new approaches to assignments that may be unique. Regularly takes a lead role on technically complex projects. Customarily and regularly uses discretion and independent judgment in fulfilling these job functions. Regularly leads or actively participates in programmatic solutions and process improvements. Actions and recommendations impact achievement of department goals. An Expert IT Infrastructure Project Manager can also be resourced to support Principal level Project Managers on more complex projects and programs.
Job Duties	May perform all the functions of lower classifications in the Line of Progression, and in addition: 1. Manages full project lifecycle from Idea, Business Case, Requirements, Design, Build, Test and Implementation. 2. Produces and perform executive readouts and relationship management. 3. Functions as absolute Lead of each assigned project. Arbitrates and resolves problems within the project. 4. Manages relationships with external product vendors. 5. Manages and leads discussions with the External Regulatory Groups (e.g. CPUC, WECC, State and Local Agencies). 6. Reports to the Executive Project Committee as required. 7. Leads projects implementing cutting edge technology unproven in industry. 8. As approved by their supervisor, may act as a team lead and/or coach to

	IT INFRASTRUCTURE PROJECT MANAGER, EXPERT (52431515)
	develop Senior IT Infrastructure Project Managers and less tenured project managers. 9. Provides voluntary mentorship to Senior IT Infrastructure Project Managers and less tenured project managers.
Knowledge/ Abilities	1. Advanced and expert understanding of project management principles and methodologies 2. Understanding of PG&E's business, and IT strategies and objectives 3. Workforce planning and resource management skills 4. Ability to function and manage in a matrixed environment 5. Understanding of IT roles and responsibilities at PG&E 6. Excellent communication (oral and written) and collaboration skills 7. Skill inventory and database experience 8. Financial Acumen, team player, makes agreements 9. Proficiency in negotiation and risk management 10. Skilled in using IT Methodology and appropriate software tools– currently HP Project and Portfolio Management (PPMC), Microsoft Office, Microsoft Office Suite, SAP, etc. 11. Successful experience managing projects with one or more complex IT Infrastructure technologies (ex: SONET, DWDM, Fiber, Microwave, etc.).
Job Qualifications:	
Education	BA/BS in Computer Science, Business, Engineering or Project Management Professional (PMP) Certification from the Project Management Institute (PMI).
Licenses/ Certifications	Project Management Professional (PMP) certification and maintenance required from the Project Management Institute (PMI).
Experience	Thirteen (13) years' experience in project management, with a minimum of six (6) years' experience in IT project management.

	IT INFRASTRUCTURE PROJECT MANAGER, PRINCIPAL (52431516)
Summary	The Principal IT Infrastructure Project Management level position is responsible for the planning and coordination of complex, high profile IT Infrastructure portfolios. The Principal IT Infrastructure Project Manager helps define and structure the planning function of products, portfolios and/or projects, lead and improve annual project and budget planning, provide consistent portfolio leadership and reporting, act as a point of contact for stakeholders to ensure efficient team collaboration, and assist in the delivery of complex portfolios and projects as required. Principal IT Infrastructure Project Managers work with their peer portfolio planners to provide holistic portfolio views highlighting requirements to execute Infrastructure work. Principal Project Managers are sought out by senior leaders for expert guidance. Portfolio and Project Planning: Principal IT Infrastructure Project Managers are responsible for planning the current and future year project portfolios which require Infrastructure resources (examples Foundational, Client Funded). This planning involves developing, managing and communicating the strategic & tactical direction and the required resources to IT. Portfolio and Project Management & Delivery: Assignments are broad and highly complex, can have major associated risks, are highly visibility, and can be sensitive or widely varied requiring principal level judgment in applying and adapting project management techniques for complex project and portfolio delivery. Portfolio and Project Scope: Responsible for planning, oversight, and delivery

	IT INFRASTRUCTURE PROJECT MANAGER, PRINCIPAL (52431516) as required, of one or more projects and/or portfolios. Portfolio and Project Budgets: Responsible for planning of IT portfolio budgets: currently Foundational, End User Services, Client Funded, other. Mentoring: Provides mentoring, guidance, and direction to Project Managers and/or other high potential IT employees. Novel Assignments: Principal IT Infrastructure Project Managers may also perform portfolio/ project management work for other areas of IT and take on novel assignments. However; non-Infrastructure portfolio/ project planning will not be the exclusive jurisdiction of the union even if performed by Principal IT Infrastructure Project Managers.
Job Duties	May perform all duties of lower classifications in the Line of Progression and in addition: 1. Plan current and future year project portfolios requiring IT infrastructure resources (e.g. Foundational, Application, Line of Business (LOB), End User Services (EUS)). 2. Collaborate with Line of Business representatives to develop portfolio scope, schedule, and budget to the program/ project level. 3. Translate portfolio project scope into high level resource requirements for Infrastructure teams 4. Lead planning work with LOBs, IT stakeholders and IT infrastructure resource managers to schedule project work most effectively. 5. Facilitate the up-front gathering, defining and documentation of project requirements. 6. Lead project categorization and prioritization for project portfolios. 7. Lead efforts to improve visibility of up-coming project work and setting expectations for standard response/delivery times. 8. Plan IT infrastructure budgets and/or spend for portfolios (e.g. Foundational, End User Services, Client Funded). 9. Lead continuous improvement initiatives to improve Infrastructure planning. 10. Work with other principal project managers to identify efficiencies and dependencies across portfolios.
Knowledge/ Abilities	1. Broad understanding of Roles and Responsibilities, and functional processes, across IT and Lines of Business 2. Understanding of PG&E's business, and IT strategies and objectives 3. Excellent at Executive (VP level) presentations and negotiations and driving actionable decisions 4. Strong facilitative leadership qualities 5. Demonstrated strategic thinking 6. Excellence in teamwork and client focus 7. Ability to lead change 8. Financial acumen 9. Overall PG&E business understanding (Safety, LOB, etc.) 10. Knowledge of Emergency Response overall, and ability to perform ITCC roles and responsibilities.
Job Qualifications:	
Education	BA/BS in Computer Science, Business, Engineering or Project Management Professional (PMP) Certification from the Project Management Institute (PMI).
Licenses/ Certifications	Project Management Professional (PMP) certification and maintenance required from the Project Management Institute (PMI).
Experience	Fifteen (15) years' experience in project management, with a minimum of six (6) years' experience in IT project management. Required:

	IT INFRASTRUCTURE PROJECT MANAGER, PRINCIPAL (52431516)
	• Excellent oral and written communication skills • Business process design concepts & principles • Demonstrated experience in executing complex projects over previous seven years • Demonstrated experience in strategic / financial planning • Experience working as Project Lead, Project Manager, Portfolio Manager for highly complex projects • Technical domain experience Desired: • Experience and knowledge of PG&E Gas, Electric, Generation, and/or Customer operations • Demonstrated knowledge of data center platforms and services • Demonstrated knowledge of utility field related projects (SCADA, Communications, etc.)

