AMI Applications Administrator

This full-time position reports to the Business Applications Manager and is located at the
Operations Center, 8600 NE 117th Avenue, Vancouver, WA 98662.
Two positions will be filled from this posting. While both roles will share responsibilities supporting AMI applications, one will primarily focus on the AMI Head-End system, and the other will primarily focus on the Meter Data Management system.

WHAT YOU WOULD DO:

- Administer, configure, monitor and support reliable operation of the Meter Data Management (MDM) and/or Head-End application systems for Automated Meter Infrastructure.
- Ensure accurate, secure, and timely data and device communications across integrated enterprise systems.
- Support critical billing and operational processes by ensuring data availability, integrity, and system performance.
- Coordinate system configuration, patching, upgrades, and maintenance activities in collaboration with internal teams, vendors, and external partners.
- Oversee system processes including meter registration, firmware management, alarm and exception handling, and escalation of critical system events.
- Monitor system performance, connectivity, and data flows between field devices, collectors, and enterprise applications; identify and resolve issues as needed.
- Collaborate with business stakeholders to support system testing, deployment, validation, and ongoing enhancements.
- Assist in defining, implementing, and maintaining data governance, cybersecurity controls, and user access management in compliance with organizational policies.
- Develop, maintain, and update system documentation, standard operating procedures, and operational reports related to performance, device status, and communication metrics.
- Identify opportunities to improve system automation, monitoring, reporting, analytics, and overall operational efficiency.

QUALIFICATIONS:

Bachelor's degree in Information Systems, Computer Science, Engineering, or a related technical field and a minimum of three years of relevant system or application administration experience. Experience managing or supporting complex, integrated enterprise applications or data management platforms. Proficiency with system monitoring, configuration management, and troubleshooting tools. Working knowledge of database concepts, SQL, and data validation principles. Strong analytical and problem-solving skills with attention to data accuracy and system reliability. Excellent written and verbal communication skills, with the ability to convey technical information to non-technical audiences. Demonstrated initiative, sound judgment, and commitment to continuous improvement.

BENEFITS:

Employees and dependents are eligible for medical, dental, vision, basic life insurance and disability insurance. Employees are enrolled in Washington State PERS and may enroll in deferred compensation plans. Employees will also receive eight hours of vacation leave and sick leave every month and twelve paid holidays throughout the calendar year.

SALARY:

Clark Public Utilities' salary ranges are market based. With demonstrated full competency in the role and satisfactory performance, employees are generally positioned to reach midpoint of the established range over time, based on continued performance and development.

  AMI Applications Administrator: $82,514 - $104,796 - $127,079

HOW TO APPLY:

Please send your resume with a cover letter via email to jobs@clarkpud.com. Resumes may also be sent to Clark Public Utilities, Human Resources Department, P.O. BOX 8900, Vancouver, WA 98668.