

SENIOR OFFICIALS

Job Title	Reports To	Job Description
Chairman, President and Chief Executive Officer		Directs development of short- and long-range objectives, policies, budgets and operating plans.
Chief Executive Officer, Dominion Energy	Chairman, President and Chief Executive Officer	Responsible for gas transmission and the Dominion Clearinghouse. Responsible for the strategic direction of the Dominion Energy Group.
President, Dominion Transmission	CEO Dominion Energy	Responsible for all day to day operations of the gas transmission system. Senior officer responsible for all operations for Dominion Transmission, Inc. ("DTI") and Dominion Cove Point LNG, LP ("Cove Point") and Dominion South Holdings 1, Inc. ("Dominion South").
President Dominion East Ohio	CEO Dominion Energy	Responsible for all day-to-day operations of the gas rates and regulation. Day-to-day operations includes the annual development of budgets and operating plans, the execution of all commercial decisions related to revenue generation including regulatory strategies, physical management and maintenance, supervision of all service company support activities and employee deployment and development.
President Dominion Exploration & Production	CEO Dominion Energy	Responsible for all day-to-day operations of Dominion's exploration, development drilling and production operations.
Senior Vice President and Treasurer	Executive Vice President & CFO.	Primary responsibility for management of the treasury, banking and insurance activities of the company.
Senior Vice President Transmission & Distribution	President, Dominion Dominion Virginia Power	Responsible for overall electric operations and control of electric distribution systems, design and construction activities relating to the electric distribution system and electric metering including operations centers and dispatch. Directs the maintenance, protection and improvement of all distribution facilities.
Senior Vice President Regulation & Integrated Planning	Chairman, President and Chief Executive Officer	Responsible for developing and implementing the overall regulatory strategy for Dominion to support its broad goals and objectives. Promotes and advances the interest of Dominion at the Federal, State and local levels. Provides leadership and direction on strategic, tactical and operational issues.
Senior Vice President, Regulatory Accounting	Senior Vice President - Regulation & Integrated Planning.	Responsible for all accounting related matters necessary to ensure full recovery of costs, investments, and authorized returns through cost-based rates regulated by Virginia, North Carolina, and FERC.
Vice President, Governance and Corporate Secretary	Chairman, President and Chief Executive Officer	Serves as secretary of the organization in accordance with its charter, by-laws and any legal requirements. Also responsible for providing advice and service on issues concerning Dominion's corporate governance.
Vice President and Chief Environmental Officer	Executive Vice President, Public Policy & Corporate	Responsible for verifying that the organization is in compliance with all regulations that affect the environment.
Vice President Transmission	Senior Vice President, Transmission & Distribution	Responsible for the overall direction and strategic management of the Electric Transmission business area including asset planning, engineering, construction, operations, performance and maintenance
Vice President, Pipeline Operations	President, Dominion Transmission	Responsible for physical operation of all transmission, storage and LNG assets of DTI, Cove Point and Dominion South.
Vice President, Pipeline Engineering & Plant Operations	President, Dominion Transmission	Responsible for pipeline engineering and plant operations for DTI, Cove Point and Dominion South.
Vice President, Financial Management	Chief Executive Officer, Dominion Energy	Responsible for the planning and directing of the Energy business unit's financial planning and management reporting functions. Ensures compliance with accounting and financial disclosure procedures and plans and directs development of the finance/accounting policies, procedures and operating controls.

OFFICERS, DIRECTORS, TRANSMISSION AND SHARED SERVICES JOB DESCRIPTIONS ²

Job Title	Reports To	Job Description
Vice President , Federal Regulation	Senior Vice President - Regulation & Integrated Planning.	Serves as the liaison with federal regulators and advises management of new developments in this area. Ensures Dominion's compliance with federal regulatory requirements.
Vice President , State Regulation	Senior Vice President - Regulation & Integrated Planning.	Top State/Local Regulatory Affairs Executive serves as the liaison with the state and local regulators and advises management of new developments.
Vice President, Transmission Marketing & Customer Services	President, Transmission	Responsible for overseeing all of DTI's and Cove Point's wholesale marketing and transportation activities.
Vice President, Integrated Resource Planning	Senior Vice President - Regulation & Integrated Planning.	Responsible for the development and evaluation of conservation and load management (CLM) programs, CLM program coordination and monitoring, load forecasting and development of corporate level plans that integrate capacity options, transmission and CLM in support of regulatory and strategic initiatives.

GAS TRANSMISSION

Commercial Activities Gathering

Managing Director, Commercial Activities Gathering	President, Dominion Transmission	Develops, implements and manages the commercial strategy for the gathering and natural gas liquids businesses (non-traditional type revenues that are not demand based).
Director, Natural Gas Liquids	Managing Director, Commercial Activities Gathering	Oversees the marketing and sale of natural gas liquids (propane, normal butane, iso-butane and natural gasoline) extracted from the natural gas stream.
Director, Producer Services & Business Development	Managing Director, Commercial Activities Gathering	Oversees and manages activities related to customer service and growth of the production, gathering and extraction businesses. Monitors business transactions to ensure compliance with applicable state and federal regulations. Negotiates contracts for gathering service, property sales, etc.
Director, Gas Transmission Operations Support	Managing Director, Commercial Activities Gathering	Directs employees, contractors, and resources for a proactive planning and scheduling process to effectively utilize fuel without jeopardizing safety, reliability, availability or other business objectives.
Manager, Producer Services	Director, Producer Services & Business Development	Creates, maintains and administers services and service agreements related to G&P's commercial and operational business.
Manager, Gas Operations Support	Director, Gas Transmission Operations Support	Responsible for managing the commercial activities and overseeing the distribution of natural gas liquids, to include product commercial extraction activities and marketing contracts. Negotiates new or renewal contracts, monitors inventory.
Business Process Consultant	Director, Producer Services & Business Development	Responsible for training staff and leading multiple analysis projects associated with making recommendations for changes to internal processes and/or standards/specifications in order to create more efficient and economical operations for Dominion Energy.
Business Agreements Analyst	Manager, Producer Services	Manages various business agreements including measurement operating agreements, compression operating agreements, joint operating agreements and asset sales and exchange agreements for companies in West Virginia, Ohio and Pennsylvania.
Coordinator, Producer Services	Manager, Producer Services	Coordinates pooling activity, tap requests and other producer activity on the gathering system of the West Virginia, Ohio and Pennsylvania regulated companies. Coordinates transportation and formation of new pools and/or addition of new wells on gathering system. Coordinates tap requests on gathering system including work with producers and/or pool operators, an internal facility review and preparing tap agreements.

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Job Title	Reports To	Job Description
Business Performance Analyst	Manager, Producer Services; Manager, Gas Operations Support	Manages various business agreements including measurement operating agreements, compression operating agreements, joint operating agreements and asset sales and exchange agreements for companies in West Virginia, Ohio and Pennsylvania.
Liquids Distribution Coordinator	Manager, Gas Operations Support	Plans, coordinates and facilitates delivery of purchased and produced natural gas liquids.
Manager, Gathering Business Development	Director, Producer Services & Business Development	Manages production and gathering activities to ensure efficient operations and effective identification, evaluation and response to business opportunities.
Gas Transmission Business Development Representative	Manager, Gathering Business Development	Maintains business contacts with area producers. Works with area producers in the development of growth opportunities. Acts as point of contact for producer complaints and service requests. Ensures project development and completion of agreements, AFEs, etc. Develops growth projects and assists in negotiating business deals, preparing business agreements and determining facility needs.
Coordinator, Land Records	Director, Producer Services & Business Development	Coordinates and administers the land records system to assure identification and control of company owned land rights, rental and royalty payments, lease requirements, title abstracts, joint operating agreements and farm out agreements.
Manager, Land Records	Director, Producer Services & Business	Manages the development and maintenance of a standardized land records system and related processes.
Pipeline Operations		
Director, Gas Control	Vice President, Pipeline Operations	Plans and directs transmission gas control activities to ensure attainment of obligations to customers, system reliability, safe operations and pipeline efficiency.
Director, Area Transmission Operations	Vice President, Pipeline Operations	Direct employees and contractors engaged in the operation and maintenance of natural gas handling facilities and related equipment across varied work locations. Manage the Operations with a focus to safety, compliance, reliability, efficiency, cost management, innovation and working together. Manage construction and O&M activities to ensure company procedures are followed and that compliance is maintained relative to all applicable local, state and federal regulatory requirements.
Business Performance Analyst	Manager, Gas Transmission Financial Services	Prepare, analyze, and present financial case studies for a business process. Develop cost/allocation, cost/benefit programs and models to support the development of financial and business strategies.
Compressor System Technician	Manager, Compression Systems and Facility Optimization	Provides compressor analysis support and data requests. Trains station personnel regarding data collection techniques and basic maintenance procedures.
Consulting Engineer	Manager, Pipeline Efficiency	Provides technical leadership within a discipline, engineering section or for major engineering projects. Applies highly specialized knowledge and diversified experience in planning and coordinating larger scale engineering projects or several medium or small projects while acting as technical specialist for section or discipline.
Manager, Compression Systems and Facility Optimization	Vice President, Pipeline Operations	Directs the implementation and development of engine maintenance and performance monitoring programs/systems designed to improve station efficiency.
Manager, Gas Control	Director, Gas Control	Ensures continuity of gas service by anticipating, determining and directing fulfillment of, quantity and pressure requirements in a safe, reliable, and efficient manner. Directs the analysis of historic and projected gas supply and requirements data for modeling, developing and recommending facility and operational plans. Monitors gas quantities to ensure pressures do not exceed Maximum Allowable Operating Pressures (MAOP).

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Job Title	Reports To	Job Description
Manager, Pipeline Efficiency	Director, Gas Control	Manages pipeline efficiency to facilitate attainment of obligations to customers, system reliability, safe operations and cost effective operations. Directs development and maintenance of gas dispatcher training simulator. Directs development and maintenance of real time pipeline simulator.
Supervisor, Compressor Services	Manager, Compression Systems and Facility Optimization	Supervises, trains and develops engine compressor analysts to ensure an effective predictive maintenance/engine analysis program.
Engineer	Manager, Pipeline Efficiency	Provides engineering support in designated company area, or specific engineering discipline. Includes engineering calculations, analysis, research and design.
Gas Control Coordinator	Manager, Gas Control	Coordinates and assists in the operation of gas control. Directs, assists and guides gas controllers on complex, non-routine system operations.
Gas Controller	Manager, Gas Control	Ensures continuity of gas service by anticipating, determining and directing fulfillment of, quantity and pressure requirements in a safe, reliable, and efficient manner. Directs the analysis of historic and projected gas supply and requirements data for modeling, developing and recommending facility and operational plans. Monitors gas quantities to ensure pressures do not exceed Maximum Allowable Operating Pressures (MAOP).
Systems Analyst	Manager, Compression Systems and Facility Optimization	Formulates and defines system scope and objectives through research and fact-finding to develop or modify moderately complex information systems.

Pipeline Engineering & Plant Operations - Gas Storage

Director, Gas Storage	Vice President, Pipeline Engineering & Plant Operations	Directs, manages, and provides technical support for the gas storage function to ensure safe operation and optimum delivery of company and jointly owned storage assets. Manages and has primary responsibility for the verification of storage pool inventory and assessment of ongoing and extraordinary gas losses in the DTI reservoirs. Oversees storage well and storage reservoir integrity programs.
Geologist/Geophysicist	Principal Engineer	Responsible for and maintains, develops, and updates geologic information on existing storage pools operated by Dominion. Conducts and interprets surface and subsurface geological studies. Performs log interpretation and correlation. Prepares and analyzes geologic maps, diagrams and reports. Generates and evaluates new gas storage pool prospects and evaluates expansion prospects based upon geologic integrity.
Principal Engineer	Director, Gas Storage	Recognized expert responsible for solving the most complex and technically intricate engineering problems for business unit or subsidiary.

Pipeline Engineering & Plant Operations - LNG Operations

Director, LNG Operations	Vice President, Pipeline Engineering & Plant Operations	Directs operations activities at Cove Point to ensure compliant, safe and reliable operations. Directs all plant activities including, but not limited to, maintenance projects, work procedures and operating practices with Cove Point Plant. Oversees operating and maintenance plans to include required compliance inspections, periodic testing, preventative maintenance and effective record keeping.
Manager, LNG Operations	Director, LNG Operations	Plans, coordinates, and manages all plant activities/projects.
Supervisor, LNG Operations	Manager, LNG Operations	Establish priorities and oversee technical work related to the efficient operation and maintenance of the liquefied natural gas plant.
Supervisor, LNG Construction Projects	Manager, Engineering Projects	Directs and manages the design and on-site construction of LNG engineering projects and provides technical and field support.

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Job Title	Reports To	Job Description
LNG Technician	Director, LNG Operations	Maintains and operates liquefied natural gas plant equipment and facilities including engine driven reciprocating natural gas compressors and ancillary equipment (pumps, heat exchangers, filters, instrumentation and controls, etc.), piping, boilers, valves, storage tanks, reciprocating air compressors, auxiliary generator, and heaters.
Coordinator, Office Services	Director, LNG Operations	Coordinates, oversees and performs all reporting and recordkeeping clerical functions. Coordinates clerical duties associated with financial, services, personnel and budgets.

Pipeline Engineering & Plant Operations - Engineering Services

Director, Engineering Services	Vice President, Pipeline Engineering & Plant Operations	Plans and directs design and construction engineering services, pipeline integrity, field engineering, DOT compliance activities supporting pipeline facilities and operations, and land, lease and right of way. Directs the development of projects to achieve long-range facility plans and ensures efficient facility design and construction. Directs the development of design, analysis, construction, material and equipment standards and designs.
Manager, Engineering Projects	Director, Engineering Services	Directs and manages the design and construction of engineering projects and provides technical and field support.
Manager, Field Engineering	Director, Engineering Services	Directs and manages engineering projects and provides technical and field support.
Manager, Land, Lease and Right of Way	Director, Engineering Services	Plans and directs the negotiation and acquisition of land agreements, real estate purchases, damage claim settlements, title investigations and other land activities.
Supervisor, Drafting and Records	Director, Engineering Services	Supervises all engineering activities related to GIS mapping, mechanical drafting, facility records and engineering support functions. Maintains facility and engineering records for company production, transmission and storage pipelines and appurtenances, measuring and regulation stations and compressor stations.
Supervisor, Gas Transmission Construction Projects	Manager, Engineering Projects	Directs and manages the design and on-site construction of engineering projects and provide technical and field support to ensure completion in a timely, safe, and efficient manner.
Manager, Automation & Controls	Director, Engineering Services	Directs and manages the design, construction and installation of automation and controls equipment and projects and provides technical and field support.
Manager, Field Engineering	Director, Engineering Services	Directs and manages engineering projects and provides technical and field support.
Manager, Gas Transmission Financial Services	Vice President, Pipeline Operations	Manages the provision of financial and administrative services to field operations and engineering services.
Designer	Manager, Engineering Projects	Designs and reviews manual and electronic detailed drawings, such as wiring diagrams, design change packages, layout drawings, and various mechanical and construction drawings.
Land Agent	Manager, Land, Lease and Right of Way	Negotiates and secures legal land agreements with private landowners, corporations and government agencies to permit the construction of facilities. Negotiates, prepares and secures binding agreements (rights-of-way, leases, grants, fee purchases, etc.) with outside parties.
Technical Advisor	Manager, Field Engineering	Provide expert technical support, direction and advice in analyzing and evaluating systems, equipment, and programs for the development of new programs or enhancements in accordance with Company policy and procedures and regulatory requirements.

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Job Title	Reports To	Job Description
Technical Analyst	Manager, Compression Systems and Facility Optimization	Provides technical support in designated company area or specialized function. This may include analyzing and evaluating systems, equipment, process improvements, and programs for assurance that they are modified, operated, and maintained in accordance with Company policy and procedure and regulatory requirements.
Technical Specialist	Manager, Compression Systems and Facility Optimization	Provides expert technical support, direction and advice in analyzing and evaluating plant systems, equipment and programs for the development of new programs or enhancements to generate profitable revenue system. Provides technical project management including scoping, scheduling, budget development, cost tracking and technical oversight.
Pipeline Engineering & Plant Operations - Pipeline Integrity & Safety		
Director, Pipeline Integrity & Safety	Vice President, Pipeline Engineering & Plant Operations	Directs activities associated with (1) pipeline safety, (2) employee safety, (3) technical training, (4) measurement engineering and (5) related compliance activities. Directs the employment of risk analysis models to determine application of tools and techniques to manage pipeline risk. Oversees the existing cathodic protection facilities, procedures and practices. Directs the development and implementation of nondestructive inspection technology to support pipeline integrity program. Develops code interpretations and establishes procedures to ensure compliance regarding pipeline safety through monitoring of state and federal rules and regulations.
Manager, Measurement Controls & Community Field Services	Director, Pipeline Integrity & Safety	Manages the design, installation, maintenance and repair of electronic telecommunication, gas measurement and remote control equipment.
Supervisor, Gas Measurement & Corrosion	Manager, Measuring Controls & Community Field Services	Manages production gas measurement and cathodic protection functions; ensures compliance with state and federal regulations and company operating procedures.
Manager, Gas Transmission Pipeline Integrity	Director, Pipeline Integrity & Safety	Manages activities associated with pipeline safety and related compliance activities. Provides and utilizes risk analysis models to determine application of tools and techniques to manage pipeline risk.
Manager, Transmission Safety	Director, Pipeline Integrity & Safety	Develops, implements and oversees business unit safety, fire protection, and work methods training programs to ensure compliance with federal, state, OSHA, regulatory agencies, and company requirements.
Safety Specialist	Manager, Safety	Recommends and administers various company safety and fire protection policies and programs.
Safety & Work Methods Supervisor	Manager, Safety	Implements corporate safety policies to comply with OSHA and other safety and health requirements.
Corrosion Specialist	Manager, Gas Transmission Pipeline Integrity	Provides technical support in the resolution of corrosion problems and the design, material selection and installation of cathodic protection systems.
Pipeline Integrity Compliance Specialist	Manager, Gas Transmission Pipeline Integrity	Provides pipeline safety and compliance monitoring services that recognize and eliminate potential hazards affecting pipeline operations.
Training Manager	Director, Pipeline Integrity & Safety	Oversees and leads the design and management of training and development programs to increase effectiveness and maximize potential of employees in technical and non-technical aspects of their roles/positions in business unit or corporate group.
Training Administrator	Manager, Safety	Administers and coordinates various technical and non-technical training programs.
Training Specialist	Manager, Safety	Analyzes, designs, implements and evaluates training programs throughout the organization. Maintains expertise as instructional technologist.

Job Title	Reports To	Job Description
Pipeline Engineering & Plant Operations - Natural Liquid Gas & Compression		
Director, NLG & Compression	Vice President, Pipeline Engineering & Plant Operations	Oversees the operation and maintenance of product extraction facilities, wet gas compressor stations and downstream pipelines of the gathering system. Oversees the operation and maintenance of products extraction facilities, including extraction plants, gathering lines, liquids lines and liquids loading facilities.
Supervisor, NLG & Compression	Director, NLG & Compression	Supervises employees and contractors engaged in the operation and maintenance of natural gas handling facilities and related equipment.
Coordinator, Transmission Compliance	Director, NLG & Compression	Responsible for establishing, monitoring, reporting and ensuring the plant's full compliance with DOT, OSHA, Process Safety Management, Environmental and other applicable codes.

WHOLESALE PIPELINE BUSINESS DEVELOPMENT

Director, Wholesale Pipeline Business Development	President, Transmission	Responsible for creating new business opportunities for DTI and Cove Point transportation and storage services, and electric transmission, performing facility analysis for new projects, conducting open seasons, monitoring competitor activities, and determining new service offerings.
Manager, Gas Business Development	Director, Wholesale Pipeline Business Development	Responsible for identifying and researching possible market share expansions and new service offerings, and managing open season process through service agreement execution.
Manager, Wholesale Pipeline Business Development	Director, Wholesale Pipeline Business Development	Responsible for providing cost estimates for new projects for transportation and storage services. Performs economic and system iterations and uses computer modeling simulation for new capital projects to determine viability.
Energy Market Analyst	Manager, Gas Business Development	Researches, compiles, and manipulates energy industry competitive intelligence information using industry-related publications, databases, and other sources.

Transmission Marketing and Customer Service

Director, Wholesale Marketing	Managing Director, Transmission Marketing & Customer Services	Directs development, promotion and implementation of marketing and service programs to maximize market share, throughput and profits.
Manager Interstate Marketing	Managing Director, Transmission Marketing & Customer Services	Responsible for managing DTI's and Cove Point's Transmission marketing activities within assigned region.
Manager, Interstate Marketing Mid-Atlantic	Managing Director, Transmission Marketing & Customer Services	Develops, promotes and directs marketing programs and service activities among existing and potential customers.
Market Development Representative	Managing Director, Transmission Marketing & Customer Services	Responsible for assisting Managers, Interstate marketing.

System Optimization

Director, System Optimization	Managing Director, Transmission Marketing & Customer Services	Responsible for developing transmission and storage operating plans for DTI and Cove Point, consistent with prudent operations, tariff and contract obligations, gas purchasing activities, partnership activities and market area transportation contracts.
Manager, Operating & Partnership Activities	Director, System Optimization	Responsible for managing the negotiation, execution and administration of contracts with other pipelines (transportation, joint venture operating agreements, OBA's and storage partnerships) and supply planning and purchase activities.

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Job Title	Reports To	Job Description
Coordinator, System Gas Operations	Manager, Operating & Partnership Activities	Responsible for coordination of daily pipeline setup and dispatch of supply from pipeline interconnects, support of supply planning, storage inventory management and OBA balancing activities.
System Gas Operations Specialist	Manager, Operating & Partnership Activities	Responsible for monitoring and reporting supply, storage, OBA and operating data to operating, rates and gas accounting personnel; preparing nominations and capacity release offers; and supporting contract negotiations and execution.
Engineer	Director, System Optimization	Responsible for analyzing asset utilization, developing operating plans and optimization recommendations.
Transmission Services		
Director, Transmission Services	Managing Director, Transmission Marketing & Customer Services	Responsible for planning and directing the functions of technology services and market support staff to support the activities of the Transmission Marketing Group through Electronic Bulletin Board (EBB) technology, back room administrative support, analytical support regarding market data, and advocacy at the North American Energy Standards Board (NAESB), and implementation of new services. Responsible for the coordination of the scheduling of the DTI and Cove Point systems, the monitoring of customers' daily activities to ensure that all Firm obligations are met.
Manager, Gas Transportation Services	Director, Transmission Services	Responsible for oversight of daily confirmation processes, adherence to the provisions of the DTI and Cove Point Tariffs, and identifying incremental revenue opportunities.
Manager, Business Technology Services	Director, Transmission Services	Responsible for managing technology services activities to facilitate Electronic Bulletin Board (EBB) efficiency and premium customer service; direct, develop and lead EBB projects and project development teams; manage contract and capacity release programs.
Supervisor ,Gas Transportation	Manager/Director Transportation Services	Ensures transportation and storage are provided to customers in accordance with contractual, tariff and regulatory obligations. Manages the transportation/storage nominations process.
Transportation Analysts [Gas Transportation Services]	[Gas Manager, Gas Transportation Services	Responsible for confirming receipts into and deliveries from the DTI and Cove Point systems, resolving nomination and confirmation discrepancies consistent with the DTI and Cove Point Tariffs and other company policies and regulations.
Customer Analysts	Manager, Gas Transportation Services	Responsible for resolving daily issues that arise, through a working knowledge of DTI's and Cove Point's Tariff and other applicable company policies and regulations, including issues with nomination and confirmation discrepancies, billing, capacity release, storage management. Also responsible for attending regular meetings with customers..
Business System Analyst	Manager, Business Technology Services	Responsible for identifying opportunities to apply technologies to business processes in the Wholesale Marketing Group through research, testing & fact-finding.
Transportation Analyst [Transmission Services]	Manager, Business Technology Services	Responsible for administering capacity release program, business associates, E-SCRIPT & Customer Designation of Agency agreements, discount & fuel waiver maintenance; FERC reporting; and providing training to E-SCRIPT customers.
Customer Contract Administrator	Manager, Business Technology Services	Responsible for managing customer contracts and Order 637 postings
Transportation Technical Assistant	Director, Transmission Services	Responsible for supporting and assisting technology, transportation services, and market support staff.

Job Title	Reports To	Job Description
Market Center Services & Facility Planning		
Director, Marketing Center Services & Facility Planning	Managing Director, Transmission Marketing & Customer Services	Responsible for directing the sale of short term transportation and parking/loaning services and also directing the development of facility plans for the DTI and Cove Point systems.
Manager, Market Center Services	Director, Marketing Center Services & Facility Planning	Responsible for marketing short-term transportation and parking/loaning services, coordinating with operations and accounting personnel, as needed, to complete transactions on DTI and Cove Point systems.
Engineer	Director, Marketing Center Services & Facility Planning	Responsible for conducting facility analyses for potential expansion projects utilizing computer modeling, contractual obligations, and current operating practices to develop facility plans for the DTI and Cove Point systems.
Deal Analyst	Director, Marketing Center Services & Facility Planning	Responsible for analyzing customer requests, structuring deals and developing alternatives to optimize Transmission operations and economics in compliance with DTI's and Cove Point's Tariff and through a working knowledge of market pricing and products.

TRANSMISSION RATES AND REGULATION

Manager, Regulation [Gas]	Vice President, Federal Regulation	Responsible for planning and directing the implementation of pricing and rate structures for Dominion's interstate pipelines.
Manager, Gas Transmission Certificates	Vice President, Federal Regulation	Responsible for the preparation, filing and prosecution of all DTI and Cove Point certificate applications and for monitoring compliance with certificate conditions through construction and operation phases.
Regulatory & Certificates Analyst	Manager, Gas Transmission Certificates	Responsible for the preparation of DTI and Cove Point certificate applications, and for filing periodic regulatory reports and responses to Commission data requests on certificate matters.
Manager, Regulation [Electric]	Vice President, Federal Regulation	Oversees the implementation of Dominion's regulatory strategy. Represents Dominion to commission, staff and consumer advocates. Performs studies on income, revenue and customer growth and innovative approaches to rate design and unbundling. Supports development of special contracts. Oversees preparation of regulatory filings and rate negotiations.
Regulatory Consultant	Manager, Regulation [Electric]	Functions as expert resource in strategy development regarding the pricing of products and services and ensures timely filing of applications and pleadings with regulatory agencies.
Regulatory Advisor	Manager, Regulation [Electric]	Responsible for the development, negotiation, amendment, implementation and administration of agreements, contracts and terms and conditions for major customer groups.
Regulatory Analyst	Manager, Regulation [Gas]	Responsible for the development of pricing and rate support on DTI's and Cove Point's systems.
FERC Compliance Coordinator	Vice President, Federal Regulation	Coordinates implementation and maintains processes supporting Dominion's compliance with federal regulatory requirements. Supervises daily activities associated with administrative support.

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Job Title	Reports To	Job Description
ELECTRIC TRANSMISSION		
Director, Electric Transmission Operations	Vice President, Transmission	Responsible for the Electric Transmission assets for Dominion, including transmission line and transmission substation maintenance, operating procedures, high voltage electrical equipment and relay testing, new facility commissioning, spare equipment and parts plans, equipment replacement - upgrade and repair strategies and emergency restoration. Also responsible for Dominion's transmission line right of way activities, including vegetation management, encroachments and right of way permitting / acquisition. Monitors compliance of transmission substations with applicable laws (NESC, EPA, etc.) and SERC/NERC reliability criteria. Monitors compliance with PJM South requirements.
Director, Transmission Interconnection	Vice President, Transmission	Responsible for the overall direction and strategic management of the transmission interconnection with other regional utilities through PJM and the SERC Reliability Corporation.
Director, System Operations Center	Vice President, Transmission	Responsible for the safe, reliable and economic operation of the company's electric transmission system, including transmission switching; sales and marketing; and operational compliance with industry/regulatory requirements.
Director, Electric Transmission Projects	Vice President, Transmission	Oversees the management of projects required for growth, enhancement and/or maintenance of system transmission lines and substation facilities from conception through construction to acceptance by the customer. Oversees design and construction of transmission and substation facilities including construction, transmission engineering, substation engineering, project services and project management.
Director, Electric Transmission Planning & Marketing	Vice President, Transmission	Responsible for directing activities of Electric Transmission in the areas of planning, stability, power flow modeling and marketing. Insures compliance with all federal requirements for transmission planning. Serves as company spokesperson on technical issues regarding new transmission lines with local, state, & federal government, media, civic and community groups. Coordinates transmission plan with PJM's regional transmission plan.
Manager, Electric Transmission Substation Engineering	Director, Electric Transmission Projects	Manages the design of engineering projects and provides technical and field support. Provides project cost estimates and establishes objectives, schedules, and milestones. Ensures quality, safety, and compliance of facilities. Manages interfaces between engineering, project managers, other departments and customers.
Manager, Electric Transmission Construction	Director, Electric Transmission Projects	Manages the construction workforce and distribution construction projects within a designated area. Directs and monitors construction resources including labor, vehicles, equipment, and material to ensure cost effective work planning and resource utilization, safe work practices and an accident-free work environment, quality workmanship, and project completion within the scope of design and scheduled target dates.
Manager, Electric Transmission Line Engineering	Director, Electric Transmission Projects	Manages project engineering of high voltage transmission lines. Manages engineering team to provide cost effective project solutions that adhere to integrity and safety for transmission line design.
Electric Transmission Projects Manager	Director, Electric Transmission Projects	Manages and directs a significant long-term project with business unit wide impact. Directs single project team and manages total project scope from conception to final completion. Manages necessary resources and administration from within and outside the organization.

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Job Title	Reports To	Job Description
Electric Transmission Projects Marketing Manager	Director, Electric Transmission Planning & Marketing	Responsible for communicating the need and benefit of large electric infrastructure projects to internal and external stakeholders.

Electric Transmission Substation Engineering

Lead System Protection Technician	Manager, Electric Transmission Substation Engineering	Provides technical assistance in the installation, maintenance and repair of protective relays and controls in substations, power stations or non-company facilities. Acts as group leader in the monitoring, advising and coordinating work assignments. Develops and implements new standards related to protective relays and controls associated with substation, power station and customer owned facilities.
Controls Specialist	Manager, Electric Transmission Substation Engineering	Develops, implements and coordinates planning, estimating and cost controls for power station construction projects.
Design Draftsman	Manager, Electric Transmission Substation Engineering	Creates, revises and maintains documentation including circuit prints, station and standard drawings, maps and charts.

Systems Operations Center

Manager, Electric Transmission System Operations Engineering	Director, System Operations Center	Directs the operation and support of System Operation's Energy Management System (EMS) which provides 24 hour/7 day/week real-time monitoring and control of the Company's electric transmission system.
Manager, Electric Transmission System Operations	Director, System Operations Center	Manages the operation of the company's electric transmission system including transmission operations, short-term transmission sales and purchases, the Energy Management System and energy delivery analysis and reporting.
Manager, Electric Transmission Planning	Director, System Operations Center	Provides leadership for performance, risk, and value measurement of transmission assets. Responsibilities include implementation of reliability reporting, fault analysis for relay settings, power quality measurement and performance, distribution circuit coordination, transmission interconnect planning, transmission resource for SCC information and planning interface with RTO.
Manager, Electric Transmission Reliability	Director, System Operations Center	Responsible for reliability communications with ODEC, NCEMC, Delivery and industrial customers. Handles reliability tracking and reporting requirements for SERC, NERC, and PJM.
Supervisor, Electric Transmission Operations	Manager, Electric Transmission System Operations	Supervises system operators and schedules generation/interchange to provide resources to meet load requirements in most reliable, economical and safest manner.
Coordinator, Transmission Operations Procedures	Manager, Electric Transmission System Operations	Coordinates transmission operating instructions and related information for the System Operations Center. Develops, implements and maintains updated procedures for power system/transmission operations.
Principal Engineer	Manager, Electric Transmission Reliability	Industry recognized expert, who is involved with and contributes to industry groups on code changes and generic technical issues resolution. Makes decisions and recommendations that are recognized as authoritative and have significant impact on major engineering activities. Represents company's interest on complex technical issues to legal, regulatory and public shareholders.

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Job Title	Reports To	Job Description
Consulting Engineer	Manager, Electric Transmission System Operations Engineering	Provides technical leadership for major engineering projects. Applies highly specialized knowledge and diversified experience in planning and coordinating engineering projects while acting as technical specialist for section or discipline.
Engineer	Manager, Electric Transmission System Operations Engineering	Provides engineering support including engineering calculations, analysis, research and design.
Power Analyst	Manager, Electric Transmission System Operations Engineering	Ensures compliance of Dominion Virginia Power's Open Access Transmission Tariff as it relates to transmission accounting matters.
System Operator	Manager, Electric Transmission System Operations	Operates the transmission power system to maintain a reliable energy supply, provide economic delivery of energy and protect safety of personnel and equipment.
System Protection Technician	Manager, Electric Transmission System Operations	Installs, calibrates, adjusts and performs preventive maintenance on protective relays, relaying schemes, control circuits, RTUs, power line carrier and metering equipment in substations and power plants.

Electric Transmission Operations

Manager, Electric Transmission Lines	Director, Electric Transmission Operations	Directs and supervises transmission system operations and maintenance activities within a geographical region. Directs regional inspections, maintenance work activities and new or rebuilt transmission facilities.
Manager, Right of Way	Director, Electric Transmission Operations	Supports the selection and acquisition of transmission right-of-way and substation sites. Manages Electric Transmission Forestry - responsible for the maintenance of Electric Transmission ROWs and substations and the clearing of ROW for new projects. Manages the encroachment group that authorizes encroachments on the Electric Transmission ROW.
Manager, Substation Operations	Director, Electric Transmission Operations	Develops policy, methods, procedures and training for technicians performing operations, maintenance and construction activities within transmission and distribution substations, nuclear power stations, and F&H power stations.
Supervisor, Transmission Lines	Manager, Electric Transmission Lines	Supervises construction crews and/or contractors in the installation and maintenance of underground and overhead transmission lines.
Supervisor, System Protection	Manager, Substation Operations	Supervises application, design, procurement, installation, operations and maintenance of protective relaying control systems used in company power stations.
Supervisor, Substations	Manager, Substation Operations	Supervises the construction, operation, inspection and maintenance of substations and related equipment.
Supervisor, Substation Electrical Equipment	Manager, Substation Operations	Supervises substation equipment reliability needs and environmental compliance activities for commercial operations.
Coordinator Rights of Way	Manager, Right of Way	Leads in the development of processes, databases, or policies which best protect company ROW assets and minimize costs.
Coordinator Transmission Forestry	Manager, Right of Way	Coordinates and inspects forestry activities, including monitoring and directing contract crews and transmission right-of-way maintenance and capital clearing projects.
Coordinator, Siting & Permitting	Manager, Right of Way	Determines transmission line routes and substation sites for projects requiring high level of expertise. Acquires local, state and federal permits for transmission and substation facilities. Prepares environmental assessments and studies of transmission and substation projects.
Coordinator, Surveying Services	Manager, Right of Way	Coordinates and directs land surveying activities to assist in establishment of transmission lines, substations, office sites and power station projects company-wide.

OFFICERS, DIRECTORS, TRANSMISSION AND SHARED SERVICES JOB DESCRIPTIONS ¹³

Job Title	Reports To	Job Description
Business Performance Analyst	Manager, Right of Way	Prepare, analyze, and present financial case studies for a business process. Develops cost/allocation, cost/benefit programs and models to support development of financial and business strategies.
Controls Specialist	Manager, Right of Way	Develops, implements and coordinates planning, estimating and cost controls for power station construction projects.
Delivery Account Manager	Manager, Electric Transmission Reliability	Provides service to the company's largest, most complex customers by representing the company as the single point of contact for multiple customers.
Designer	Manager, Right of Way	Manually and electronically designs and drafts detailed drawings, such as wiring diagrams, layout drawings, and mechanical systems for portions of large and/or complex construction projects.
Electrical Equipment Specialist		Provides technical support and assistance to substation and power station personnel in the installation, maintenance and repair of electrical equipment.
Real Estate Specialist	Manager, Right of Way	Negotiates with landowners for the purchase of rights-of-way for transmission lines, land leases and land for substation sites.
Right of Way Management Representative	Manager, Right of Way	Administers right-of-way management activities by reviewing, processing and approving encroachment requests from property owners and third parties.
Technical Consultant	Manager, Electric Transmission Lines; Manager, Right of Way	Provides expert technical support, direction and advice in analyzing and evaluating systems, equipment, and programs for the development of new programs or enhancements.
Technical Specialist	Manager, Right of Way; Manager, Electric Transmission Lines	Provides expert technical support, direction and advice in analyzing and evaluating plant systems, equipment and programs for the development of new programs or enhancements.
Transmission Vehicle Specialist	Manager, Electric Transmission Lines	Inspects hydraulic equipment to maintain high levels of safety and performance. Provides technical assistance on automotive and auxiliary equipment. Performs in-field inspections and safety checks. Assists in preparation of vehicle budget. Inspects work performed by vendor garages. Trains field personnel in proper operation and safety checks on equipment. Coordinates movement and assignment of shipments..
Electric Transmission Construction		
Construction Coordinator	Manager, Electric Transmission Construction	Responsible for contract and specification compliance of transmission and substation construction projects including monitoring contractor performance, material acquisition and coordinating construction activities. Inspects and monitors contractor work for compliance with contractual documents, including quality, safety, schedule, specifications and environmental issues.
Sales and Product Delivery Technical Sales Consultant	Manager, Electric Transmission Construction	Develops, sells and coordinates programs and projects for distribution and delivery of non-traditional products and services. Develops and directs project and program activities. Directs implementation of projects consistent with company guidelines for management of products/services, including legal compliance and cost controls. Manages product/service delivery from development to customer use.

OFFICERS, DIRECTORS, TRANSMISSION AND SHARED SERVICES JOB DESCRIPTIONS ¹⁴

Job Title	Reports To	Job Description
SHARED SERVICES		
GENERAL		
Director, Supply Chain Services	Vice President Shared Services	Directs technology acquisition experts to acquire technology products and services. Assists in specification planning and directs sourcing process for information technology acquisition. Collaborates with IT to develop and execute supply chain strategy. Establishes policies that govern information technology acquisition practice. Negotiates contracts and licensing agreements. Establishes competitive third-party environment to conserve capital, reduce cost and improve supplier performance.
Director, Facilities Management	Vice President Shared Services	Responsible for providing facility management services for all company departments including site studies, conceptual design, engineering, interior design, and construction management for new or renovated facilities; and on-going services to existing buildings including preventive maintenance, housekeeping, and facility programs. Responsible for managing the non-nuclear security programs for protection of company customers, personnel, and property.
Manager, Facilities	Director, Facilities Management	Manages building maintenance and facility services. Performs space planning. Manages facility improvements, renovations and moves. Develops and performs preventive maintenance plan activities. Standardizes facility services, leverage facility service and materials purchase buying power.
Supervisor, Facilities	Manager, Facilities	Manages regional preventive and corrective building maintenance activities including company offices, garages, power stations. Performs facility services and minor facility related improvement and renovation projects. Coordinates and performs employee group moves and office reconfigurations. Maintains effective communications and relationships with facility customers.
Lead Facilities Technician	Supervisor Facilities	Troubleshoots heating ventilating and air conditioning (HVAC), electrical, lighting and mechanical problems. Responsible for: testing and maintenance of fire protection systems; maintenance of air quality within facility; testing of facility emergency systems; coordination of office relocation and designing/planning new floor layouts. Evaluates energy conservation systems. Maintains, coordinates and evaluates daily building facility operations. Repairs and maintains HVAC, electrical and mechanical equipment, computerized lighting systems and fire protection systems.
Facilities Technician	Supervisor, Facilities	Provides technical assistance in troubleshooting electrical and mechanical problems. Recommends repair and/or improvement. Conducts building inspections. Coordinates maintenance schedules. Plans, organizes and orders building materials. Coordinates testing, inspection and maintenance of fire protection and HVAC systems. Coordinates installation and maintenance of computer cable and telecommunication wiring. Provides technical knowledge and guidance in heating, ventilating and air conditioning systems, plumbing and electrical systems. Coordinates building and equipment maintenance.
Facilities Maintenance Assistant	Supervisor, Facilities	Moves, relocates and erects modular partitions and office furniture. Orders, delivers and picks up materials, supplies and equipment. Cleans and maintains grounds, field equipment and machinery parts. Performs cleaning tasks, light maintenance work and provides building services.

LAW DEPARTMENT

Managing Counsel	Vice President & General Counsel	Responsible for the management and provision of legal services to DTI's, Cove Point's, and Greenbrier's operations, commercial, rates and regulatory groups.
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OFFICERS, DIRECTORS, TRANSMISSION AND SHARED SERVICES JOB DESCRIPTIONS ¹⁵

Job Title	Reports To	Job Description
Senior Counsel	Managing Counsel	Responsible for the provision of legal services to DTI's, Cove Point's, and Greenbrier's operations, commercial, rates and regulatory groups.
Paralegal	Managing Counsel	Assists in legal research and preparation of routine legal documents. Coordinates court filings, payment of filing fees, correspondence, responses to interrogatories, requests for production of documents and depositions. Reviews and analyzes court documents. Drafts pleadings and other court documents for review by inside counsel. Reviews Federal Register and other publications to identify proposed laws and regulations that may impact company. Updates and maintains computerized systems. Exercises independent judgment and decision making in planning, organizing and conducting work assignments.
Legal Secretary	Managing Counsel	Performs secretarial and administrative duties including: drafting legal documents; composing correspondence; maintaining highly confidential files and coordinating arrangements for conferences, court appearances, depositions, meetings and travel. Exercises independent judgment and decision making in planning, organizing and conducting work assignments.
Process Assistant	Managing Counsel	Performs moderately complex clerical and administrative duties that support a specific workflow within a business process. Performs comprehensive reporting and clerical functions, requiring analysis, judgment and detailed knowledge of department and/or company policies and procedures. Utilizes computerized equipment to record, enter, store and retrieve information. Compiles reports using established formats and procedures.

HUMAN RESOURCES

Manager, Labor Relations	Director, Human Resources	Chief negotiator in labor contract negotiations and provides labor relations expertise and represents the company in dealing with the union(s). Provides advice and counsel to management on labor issues and the interpretation and application of the labor contract. Monitors and influences labor related laws, regulations and issues. Serves as company's expert witness in arbitration and labor related litigation.
Manager, Human Resources	Director, Human Resources	Oversees the implementation and administration of human resources policies and programs including employment, employee and labor relations, salary administration, performance management, benefits and other activities to carry out the company's human resources objectives and programs. Recommends human resources policies and practices that will provide a consistent program throughout operating companies.

CONTROLLER/ACCOUNTING

Director, Accounting	Controller	Assists controller in directing general accounting functions. Coordinates closing function with parent/subsidiary companies. Prepares subsidiary financial statements. Responsible for ensuring affiliate billings are prepared in accordance with service agreements and prescribed allocation methodologies. Responsible for periodic preparation and filing of financial statements and reports for external auditors, regulatory agencies, rating agencies and analysts. Directs FERC/PUC reporting and rate case support. Responsible for coordinating development of activity prices. Manages leases and lease systems.
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OFFICERS, DIRECTORS, TRANSMISSION AND SHARED SERVICES JOB DESCRIPTIONS ¹⁶

Job Title	Reports To	Job Description
Manager Tax	Managing Director, Corporate Taxation	Manages and directs the preparation of either federal, state, and local income and franchise tax returns or the preparation of non-income tax returns. Evaluates the effectiveness of tax strategies to ensure that they meet legal requirements and support business objectives. Manages general tax research. Provides tax consulting services to other functional areas. Meets with federal, state and local government officials regarding appeals and tax settlements. Assists in preparation of annual budget and three-year plan. Provides technical support in preparing responses to state and local tax officials.
Manager, Gas Accounting & Measurement	Director, Accounting	Directs gas accounting and measurement functions including billing, accounting and reporting for transport, storage, exchange, transport pooling, storage pools, storage service inventories and pipeline imbalances, free gas, natural gas liquids and company production.
Manager, Accounting Services	Director, Accounting	Manages subsidiary general accounting function. Coordinates closing function with parent company. Prepares subsidiary financial statements. Responsible for supporting field accounting activities as it applies to finance, tax, payroll and miscellaneous billing activities. Directs cash receipts and collection activities for locally generated invoices. Resolves billing disputes and negotiates special payment terms with customers. Manages PUC reporting and rate case support. Implements and ensures maintenance of subsidiary control procedures. Evaluates and advises senior management on pertinent accounting and tax matters and makes recommendations.
Manager, Fixed Asset Accounting	Controller	Managew the planning and direction of the fixed asset accounting function.
Supervisor, Fixed Asset Accounting	Manager, Fixed Asset Accounting	Supervises maintenance of property records (excluding E&P). Assists in evaluating and implementing appropriate capitalization policies, controls and procedures. Supports integration of SAP asset module. Prepares external and internal financial and statistical reports.
Manager, Financial & Business Services	Vice President, Financial Management	Responsible for process management of financial services, including planning, budgeting , and analysis. Consolidates all financials for gas and electric businesses pertaining to forecasting and planning. Manages annual and three year financial plan process. Manages monthly and load forecasting processes. Manages operational review process. Manages service agreement process with other Dominion business units.

ENVIRONMENTAL

Director Environmental Support	VP & Chief Environmental Officer	Responsible for providing environmental support and oversight for company. Directs environmental support (air, water, and waste), environmental chemistry, biology, regulations, permits and environmental field support. Liaison and negotiator between company and regulatory agencies in matters related to permits, regulations, and compliance. Company environmental representative on various industry organizations. Oversees development of process and procedures to support compliance with federal, state and local environmental laws and regulations. Communicates changes in environmental laws and regulations to the management of the corporations and operating companies. Develops strategies to comply with new requirements and to minimize the impact to the company in complying with requirements.
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OFFICERS, DIRECTORS, TRANSMISSION AND SHARED SERVICES JOB DESCRIPTIONS¹⁷

Job Title	Reports To	Job Description
Engineer	Manager Environmental	Schedules and coordinates major segments of complex projects to meet cost and time objectives. Plans and conducts work requiring judgment in the independent evaluation, selection, adaptation and modification of standard techniques, procedures and criteria. Devises new approaches to problems encountered and develops engineering criteria ensuring compliance with design criteria and standards.

INFORMATION TECHNOLOGY

Job Title	Reports To	Job Description
Director, IT Business Accounting	Senior Vice President & Chief Information Officer	Manages the Information Technology account of a major business unit or operating unit. Establishes and maintains the key relationship with business unit management, discovers and translates business unit technology needs into technology plans. Seeks out opportunities to improve business processes and support critical business strategies, while educating the work force in the strategic use of technology in the business. Ensures adherence to section's budgets, project deadlines and overall goals. Directs subordinate personnel, assigns tasks/projects based on department/section/business unit goals.
IT Project Manager	Director, IT Business Accounting	Oversees various system projects of a highly complex nature. Responsible for assembling project team, assigning individual responsibilities, identifying appropriate resources needed, and developing schedule to ensure timely completion of project and meeting deadlines of project. Responsible for directing and monitoring the work of team members. Monitors assignments, ensuring that deadlines and budgets are met. Evaluates project progress and results. Ensures that projects meet budget goals and deadlines.
Systems Analyst	IT Project Manager	Formulates and defines system scope and objectives through research and fact-finding to develop or modify moderately complex information systems. Prepares detailed specifications from which programs will be written.
Senior Systems Analyst	IT Project Manager	Responsible for complex projects at the highest technical level of applications systems analysis. Formulates or defines system scope and objectives based on user needs. Devises or modifies procedures to solve complex problems considering computer capacity and limitations, operating time and or of desired results.
Programmer Analyst	IT Project Manager	Responsible for fairly complex programs and performs systems design work. Codes, tests, debugs, documents, and maintains those programs. Works company wide in a specific platform environment on a specific project assignment.
Senior Programmer Analyst	IT Project Manager	Formulates and defines system scope and objectives. Devises or modifies procedures to solve complex projects, and often multiple phases of a project. Prepares detailed specifications from which programs will be written. Designs, codes, tests, debugs, and documents those programs. Incumbents are competent to work at the highest technical level of all phases of applications systems analysis and programming activities. Works company wide in multi-platform environments on multiple project assignments.
Senior Business Systems Analyst	IT Project Manager	Devises or modifies procedures to solve complex systems problems. Responsible for aligning technology solutions with business strategies. Partners with the functional groups within the IT organization to communicate and clarify business needs, contribute to development of long-range system plans, and ensure products and services are aligned with business needs. Conducts business process analyses, needs assessments, and preliminary cost versus benefit measurements. Communicates trends and requirements to and from customers and IT.

OFFICERS, DIRECTORS, TRANSMISSION AND SHARED SERVICES JOB DESCRIPTIONS ¹⁸

Job Title	Reports To	Job Description
Programmer Analyst Specialist	IT Project Manager	Provides technical consulting and/or leadership on complex projects. Technical expert in one or more areas of applications systems analysis and programming. Acts as an expert in business or functional area. Devises or modifies procedures to solve complex problems. Responsible for program design, coding, testing, debugging and documentation.
LAN Administrator	Manager, Advanced Data & Enterprise Networks	Manages LAN performance and maintains LAN security. Installs network software and trains users on LAN operation. Troubleshoots LAN problems. Implements LAN policies, procedures and standards and ensures their conformance with information systems and company objectives. Evaluates and recommends hardware, software and telecommunication equipment that meet the user's needs.
Senior LAN Administrator	Manager, Advanced Data & Enterprise Networks	Provides integrated team support and maintenance of LAN hardware and software. Performs LAN security procedures. Liaison between the PC/LAN team, vendors, and PC desktop group. May provide LAN server support.
Associate LAN Administrator	Manager, Advanced Data & Enterprise Networks	Assists in day-to-day operations of local area network (LAN). Assists in monitoring and responding to technical control facility hardware and software problems utilizing hardware and software testing tools and techniques.
Administrative Computer Specialist	Manager, Advanced Data & Enterprise Networks	Technical and/or administrative support position for the IT department. Primary responsibilities relate to maintenance, modification, or troubleshooting for routine department computer applications or software and for hardware operations and maintenance.
Associate Business Systems Analyst	Manager, Advanced Data & Enterprise Networks	Assists in identifying opportunities to apply technologies to business processes through research & fact-finding. Includes analysis of business and user needs, documenting requirements, and revising existing system logic difficulties .
Manager, Advanced Data & Enterprise Networks	Director IT Field Operations	Provides managerial leadership for staff and contractors who analyze, design, develop, implement, enhance and maintain enterprise-wide LAN technical services supporting client departments. Acquires and assigns competent personnel to projects. Establishes technical standards and methods to be used in the deployment of client server systems support. Coordinates all activities of unit to meet project deadlines and budgets, and resolves conflicting demands of users.