

FERC Title	Transmission Function Job Descriptions - Updated 12/22/2011
Account Manager I, Capacity Services	Members of this team are primarily responsible for assisting customers in transacting their daily business on the pipeline with a specific focus on areas related to nominations, confirmations and allocations. Assist customers with developing transportation and storage utilization strategies that can be implemented within their respective contractual entitlements. This includes applying knowledge of FERC Gas Tariff to ensure daily compliance with the current regulatory environment and pro-actively managing customer contract imbalances. Troubleshoot customer operational problems/issues with the ultimate responsibility of ensuring that customers receive timely resolution of all discrepancies involving pipeline services. Job titles are in a line of progression with each subsequent level assuming a higher level of competency and responsibility. The Level I position act as subject matter experts for the rest of the team and are responsible for training new employees.
Account Manager I, Contract Admin.	Acts as a liaison between Marketing, Regulatory Affairs, Legal, Credit and other departments with respect to the preparation and administration of new transportation and storage contracts, contract amendments, and discounts for SET US's pipelines and storage facilities, as well as M&N Canada. Ensures that new transportation and storage contracts, contract amendments, and discounts are processed in accordance with FERC, SOX and NAESB compliance procedures and controls. Designs, tests, and implements changes to the pipeline and storage system contract administration-related programming code. Coordinates regulatory and tariff filings associated with the contract administration process. Manages Texas Eastern's SCT customer accounts.
Account Manager I, Marketer Accounts	Responsible for Account Management for various customers including Marketers, Producers, Power Providers, Investment banks across all of the Spectra Energy pipeline and storage facilities. Account management includes the sell of transportation and storage capacity, resolution of all customer operational problems/issues, and responsibility to assure that customer receives timely resolution to all discrepancies involving pipeline services. Job titles are in a line of progression with each subsequent level assuming additional responsibility and capability to manage customer and internal issues.
Account Manager I, Northeast Marketing	Responsible for managing the commercial relationship with smaller customers of Spectra Energy's pipeline companies in the Northeast region. Builds relationships with such customers that result in the company meeting revenue targets. Creatively seeks to develop new incremental business from such customers in support of the company's growth targets. Resolves issues that might arise relating to: revenue billing; nominations and scheduling; credit; operations; rates and certificates and other commercial issues. Works with internal groups for the development of creative solutions that will address commercial issues raised by customers.
Account Manager II, Capacity Services	Members of this team are primarily responsible for assisting customers in transacting their daily business on the pipeline with a specific focus on areas related to nominations, confirmations and allocations. Assist customers with developing transportation and storage utilization strategies that can be implemented within their respective contractual entitlements. This includes applying knowledge of FERC Gas Tariff to ensure daily compliance with the current regulatory environment and pro-actively managing customer contract imbalances. Troubleshoot customer operational problems/issues with the ultimate responsibility of ensuring that customers receive timely resolution of all discrepancies involving pipeline services. Job titles are in a line of progression with each subsequent level assuming a higher level of competency and responsibility.
Account Manager II, Marketer Accounts	Responsible for Account Management for various customers including Marketers, Producers, Power Providers, Investment banks across all of the Spectra Energy pipeline and storage facilities. Account management includes the sell of transportation and storage capacity, resolution of all customer operational problems/issues, and responsibility to assure that customer receives timely resolution to all discrepancies involving pipeline services. Job titles are in a line of progression with each subsequent level assuming additional responsibility and capability to manage customer and internal issues.
Account Manager II, Producer Services	Responsible for maintaining and building relationships with the Gulf Coast producer community, the connection of supply and identification of developmental projects on Texas Eastern.
Account Manager III, Capacity Services	Members of this team are primarily responsible for assisting customers in transacting their daily business on the pipeline with a specific focus on areas related to nominations, confirmations and allocations. Assist customers with developing transportation and storage utilization strategies that can be implemented within their respective contractual entitlements. This includes applying knowledge of FERC Gas Tariff to ensure daily compliance with the current regulatory environment and pro-actively managing customer contract imbalances. Troubleshoot customer operational problems/issues with the ultimate responsibility of ensuring that customers receive timely resolution of all discrepancies involving pipeline services. Job titles are in a line of progression with each subsequent level assuming a higher level of competency and responsibility.
Account Manager III, Contract Admin.	Acts as a liaison between Marketing, Regulatory Affairs, Legal, Credit and other departments with respect to the preparation and administration of new transportation and storage contracts, contract amendments, and discounts for SET US's pipelines and storage facilities, as well as M&N Canada. Ensures that new transportation and storage contracts, contract amendments, and discounts are processed in accordance with FERC, SOX and NAESB compliance procedures and controls. Participates in and may sometimes lead the design, testing, and implementation of changes to the pipeline and storage system contract administration-related programming code. Serves as a key contributor as they participate in regulatory and tariff filings associated with the contract administration process.
Account Manager III, Marketer Accounts	Responsible for Account Management for various customers including Marketers, Producers, Power Providers, Investment banks across all of the Spectra Energy pipeline and storage facilities. Account management includes the sell of transportation and storage capacity, the resolution of all customer operational problems/issues, and responsibility to assure that customer receives timely resolution to all discrepancies involving pipeline services. Job titles are in a line of progression with each subsequent level assuming additional responsibility and capability to manage customer and internal issues.

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Account Manager IV, Capacity Services	Members of this team are primarily responsible for assisting customers in transacting their daily business on the pipeline with a specific focus on areas related to nominations, confirmations and allocations. Assist customers with developing transportation and storage utilization strategies that can be implemented within their respective contractual entitlements. This includes applying knowledge of FERC Gas Tariff to ensure daily compliance with the current regulatory environment and pro-actively managing customer contract imbalances. Troubleshoot customer operational problems/issues with the ultimate responsibility of ensuring that customers receive timely resolution of all discrepancies involving pipeline services. Job titles are in a line of progression with each subsequent level assuming a higher level of competency and responsibility.
Account Manager IV, Contract Admin.	Acts as a liaison between Marketing, Regulatory Affairs, Legal, Credit and other departments with respect to the preparation and administration of new transportation and storage contracts, contract amendments, and discounts for SET US's pipelines and storage facilities, as well as M&N Canada. Ensures that new transportation and storage contracts, contract amendments, and discounts are processed in accordance with FERC, SOX and NAESB compliance procedures and controls. Participates in the design, testing, and implementation of changes to the pipeline and storage system contract administration-related programming code. Serves in a supporting capacity as they participate in regulatory and tariff filings associated with the contract administration process.
Account Manager IV, Marketer Accounts	Responsible for Account Management for various customers including Marketers, Producers, Power Providers, Investment banks across all of the Spectra Energy pipeline and storage facilities. Account management includes resolution of all customer operational problems/issues and has responsibility to assure that customer receives timely resolution to all discrepancies involving pipeline services. Job titles are in a line of progression with each subsequent level assuming additional responsibility and capability to manage customer and internal issues. Job titles are in a line of progression with each subsequent level assuming additional responsibility and capability to manage customer and internal issues.
Account Manager V, Capacity Services	Members of this team are primarily responsible for assisting customers in transacting their daily business on the pipeline with a specific focus on areas related to nominations, confirmations and allocations. Assist customers with developing transportation and storage utilization strategies that can be implemented within their respective contractual entitlements. This includes applying knowledge of FERC Gas Tariff to ensure daily compliance with the current regulatory environment and pro-actively managing customer contract imbalances. Troubleshoot customer operational problems/issues with the ultimate responsibility of ensuring that customers receive timely resolution of all discrepancies involving pipeline services. Job titles are in a line of progression with each subsequent level assuming a higher level of competency and responsibility.
Account Manager V, Contract Admin.	Learns as they develop in becoming a liaison between Marketing, Regulatory Affairs, Legal, Credit and other departments with respect to the preparation and administration of new transportation and storage contracts, contract amendments, and discounts for SET US's pipelines and storage facilities, as well as M&N Canada. Ensures that new transportation and storage contracts, contract amendments, and discounts are processed in accordance with FERC, SOX and NAESB compliance procedures and controls. Participates in the design, testing, and implementation of changes to the pipeline and storage system contract administration-related programming code. Serves in a learning and supporting capacity as they participate in regulatory and tariff filings associated with the contract administration process.
Admin Analyst, Maritimes & NE Pipeline	Responsible for general analytical support for Maritimes & Northeast Pipeline. Duties include: compiling and maintaining customer profiles; supporting marketing and business development personnel with customer research, business development and project analysis, strategic planning activities and special projects; assisting regulatory personnel with research and reports; and providing general analytic support where needed. Reports to the Vice President, Marketing, Business Development & Regulatory Affairs – Maritimes & Northeast Pipeline.
Administrator, Contracts	Responsible for providing administrative assistance to the Contract Administration Group, including preparation of tariff service agreements, maintaining appropriate control over access to the Contract Administration file room, ensuring compliance with contract file room maintenance procedures (FERC / SOX), preparing correspondence with customers, and processing customer mailings. Additionally, participates in the review of transportation, storage and discount contract data to ensure accuracy of information provided to Accounting and included in FERC transactional and discount postings.
Analyst, Measurement	Incumbent will be responsible for verifying, editing and reporting measurement data.
Associate Commercial Business Analyst	Learns as they develop in becoming a liaison between the business community and MIS. Serves in a learning and supporting capacity for most assigned job duties, such as training, administration, communication, reporting, problem resolution, and project management. Responsible for designing (conceptually), testing, and implementing changes to the pipeline and storage system programming code. Monitors and maintains pipeline and storage system performance (speed) and quality (accuracy). Analyzes and addresses customer pipeline and storage system support issues. Develops, organizes and conducts pipeline and storage system training events for internal and external customers. Monitors and tests the pipeline and storage system to ensure compliance with FERC, SOX, and NAESB rules and objectives.
Associate Coordinator, Gas Control	Coordinate with field personnel, Technical Services, and Gas Control supervisors to facilitate outages and activities on each pipeline system. This includes, but not limited to, pig runs, pipeline outages and station unit work. Serve as facilitator of the training program for new controllers. This includes, but not limited to, documentation, updating training material, and individual training sessions. Coordinate the support of the user aspects of our SCADA system, graphics screen design, construction and maintenance, data point expansion (new facilities), alarming capability etc. Serves as Gas Control's interface with our MIS department for specific technical support that is beyond the users' capability.
Associate Engineer, Capacity Planning	Uses pipeline simulation and optimization tools and receipts/delivery data to calculate/publish Spectra Energy pipeline operational capacities at the compressor station level. Advises MHP the optimized operation to achieve fuel efficiency based on hydraulic simulation.

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Commercial Business Analyst	Continues to develop in becoming a liaison between the business community and MIS. Serves in a supporting capacity for most assigned job duties, such as training, administration, communication, reporting, problem resolution, and project management. Responsible for designing (conceptually), testing, and implementing changes to the pipeline and storage system programming code. Monitors and maintains pipeline and storage system performance (speed) and quality (accuracy). Analyzes and addresses customer pipeline and storage system support issues. Develops, organizes and conducts pipeline and storage system training events for internal and external customers. Monitors and tests the pipeline and storage system to ensure compliance with FERC, SOX, and NAESB rules and objectives.
Commercial Business Project Director	Acts as a liaison between the business community and MIS. Serves primarily in a managerial role for most assigned job duties, such as training, administration, communication, reporting, problem resolution, and project management. Responsible for designing (conceptually), testing, and implementing changes to the pipeline and storage system programming code. Monitors and maintains pipeline and storage system performance (speed) and quality (accuracy). Analyzes and addresses customer pipeline and storage system support issues. Develops, organizes and conducts pipeline and storage system training events for internal and external customers. Monitors and tests the pipeline and storage system to ensure compliance with FERC, SOX, and NAESB rules and objectives.
Commercial Business Project Leader	Acts as a liaison between the business community and MIS. Serves in a lead or supervisory role for most assigned job duties, such as training, administration, communication, reporting, problem resolution, and project management. Responsible for designing (conceptually), testing, and implementing changes to the pipeline and storage system programming code. Monitors and maintains pipeline and storage system performance (speed) and quality (accuracy). Analyzes and addresses customer pipeline and storage system support issues. Develops, organizes and conducts pipeline and storage system training events for internal and external customers. Monitors and tests the pipeline and storage system to ensure compliance with FERC, SOX, and NAESB rules and objectives.
Commercial Business Project Manager	Acts as a liaison between the business community and MIS. Serves in a lead or managerial role for most assigned job duties, such as training, administration, communication, reporting, problem resolution, and project management. Responsible for designing (conceptually), testing, and implementing changes to the pipeline and storage system programming code. Monitors and maintains pipeline and storage system performance (speed) and quality (accuracy). Analyzes and addresses customer pipeline and storage system support issues. Develops, organizes and conducts pipeline and storage system training events for internal and external customers. Monitors and tests the pipeline and storage system to ensure compliance with FERC, SOX, and NAESB rules and objectives.
Coordinator, Gas Control	Coordinate with field personnel, Technical Services, and Gas Control managers to facilitate outages and activities on each pipeline system. This includes, but not limited to, pig runs, pipeline outages and station unit work. Serve as facilitator of the training program for new controllers. This includes, but not limited to, documentation, updating training material, and individual training sessions. Coordinate the support of the user aspects of our SCADA system, graphics screen design, construction and maintenance, data point expansion (new facilities), alarming capability etc. Serves as Gas Control's interface with our MIS department for specific technical support that is beyond the users' capability.
Director, Asset Planning	Responsible for the leadership and direction of the System Planning group. The group's main function is to develop and coordinate the conceptual design, economic evaluation, competitive analysis and regulatory support for existing and proposed system expansion projects on Spectra Energy pipeline systems (TETLP, AGT, ETNG, M&N US and Ozark systems). Other function includes design and maintenance of customers' entitlements on all pipeline systems
Director, Business Development - MHP	Manages the identification, development and execution of expansion projects within Spectra's Southeast pipeline and storage business unit. Supports planning and strategic analysis.
Director, Capacity Services	Responsible for customer service in the areas of nominations, confirmations, capacity scheduling and capacity allocation for the Texas Eastern, Algonquin, East Tennessee, Maritimes & Northeast, Southeast Supply Header, Big Sandy, Ozark and MHP pipeline and storage facilities.
Director, Contract Admin	Responsible for the overall management of the transportation and storage contract administration process for all of SET U.S.'s pipelines and storage facilities, as well as M&N Canada. Includes responsibility for the compliance (FERC and SOX) and administration of new transportation and storage contracts, contract amendments, and discounts. Facilitates the resolution of inconsistencies between different SET US pipeline and storage entities with respect to transportation, storage and discount contract administration systems, processes, and tariff language, in order to ensure the most efficient compliance and control mechanisms across SET US. Serves as a primary customer interface on complex contractual issues, particularly those involving questions associated with capacity posting requirements, net present value calculations, and contractual rights of first refusal. Oversees the design, testing, and implementation of changes to the pipeline and storage system contract administration-related programming code. Oversees account management
Director, Gas Control	Responsible for the 24X7 real time gas control operation of the Texas Eastern Transmission, Algonquin Gas Transmission, Maritimes and Northeast, East Tennessee, Ozark, Southeast Supply Header and Big Sandy pipeline systems. This includes the safe and reliable delivery of the daily scheduled quantities through the real-time operation of compressor stations, pipeline facilities, and storage facilities.
Director, LINK Special Projects	Responsible for managing resolution of complex customer interface system data and programming issues for all of SET US's pipeline and storage facilities. Researches, analyzes, and coordinates complex customer transactions. Coordinates other special projects, such as participation in industry surveys, special projects promulgated by FERC, and management initiatives. Participates in the identification and implementation of process improvements and efficiencies, including those related to FERC, SOX and NAESB compliance.
Director, LINK Systems	Responsible for overall management of the customer interface system for all of SET US's pipeline and storage facilities, as well as M&N Canada. Includes responsibility for designing (conceptually), testing, and implementing changes to the pipeline and storage system programming code; monitoring and maintaining pipeline and storage system performance (speed) and quality (accuracy); analyzing and addressing customer pipeline and storage system support issues; developing, organizing and conducting pipeline and storage system training events for internal and external customers; and monitoring and testing the pipeline and storage system to ensure compliance with FERC, SOX, and NAESB rules / objectives.

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Director, Marketer Accounts	Leads the Marketer Services team which markets storage and transportation services to Spectra Energy Transmission's marketer, power generation and producer accounts.
Director, Marketing & Business Development – Maritimes & Northeast Pipeline	Responsible for commercial aspects of pipeline capital expansion and market/supply access projects for the U.S. portion of the Maritimes system. Point of contact with U.S. customers and markets pipeline services, available capacity and renewal of existing transportation contracts. Reports to the Vice President, Marketing, Business Development & Regulatory Affairs – Maritimes & Northeast Pipeline.
Director, Measurement Integrity	Responsible for measurement/gas quality functions and hydraulic gas planning/forecasting for all the Texas Eastern Transmission, Algonquin Gas Transmission, Maritimes and Northeast, East Tennessee, Ozark, Southeast Supply Header and Big Sandy pipeline systems. Works closely with Transmission and the Division offices to assure that SET has the best quality of measurement and equipment at meter facilities. Provides pipeline modeling support for the capacity management and gas control areas.
Director, NE Business Development	Responsible for ensuring that sales and transportation revenues are maximized through effective implementation of marketing/business development plans and strategies, service structures and contracts which match customers' needs. Responsible for the development and execution of major pipeline projects.
Director, Northeast Marketing	Responsible for managing the commercial relationship with major customers of Spectra Energy's pipeline companies in the Northeast region. Builds relationships with such customers that result in the company meeting revenue targets. Creatively seeks to develop new incremental business from such customers in support of the company's growth targets. Resolves issues that might arise relating to: revenue billing; nominations and scheduling; credit; operations; rates and certificates and other commercial issues. Works with internal groups for the development of creative solutions that will address commercial issues raised by customers.
Director, Producer Services	Manages relationships with the Gulf Coast producer community, the connection of supply to Spectra Energy's Southeast facilities and identification of development of Texas Eastern expansion projects.
Director, Rates, Regulatory Affairs & FERC – Maritimes & Northeast Pipeline	Responsible for obtaining authorizations required from the FERC with respect to filed tariffs, expanded facilities and/or service to meet customers' needs on the U.S. portion of the Maritimes & Northeast Pipeline system. Advises senior Company officials on rate alternatives and the preferred approach to make certificate or tariff filings to ensure FERC approval and cost recovery. Reports to the Vice President, Marketing, Business Development & Regulatory Affairs - Maritimes & Northeast Pipeline.
Director, Southeast Marketing	Manage market staff in Knoxville Marketing Office responsible for customer service, contract renewal negotiations, capacity marketing for all East Tennessee Natural Gas (ETNG) shippers, and for TETLP upstream contracting into ETNG. Manages staff in administering ETNG's Marketing Assistance Program (MAP). Creates/develops new products/services through optimization of existing assets. Initiates and supports regulatory activities related to ETNG (tariff changes, certificate filings, compliance filings, rate cases, etc.). Cultivates positive customer relationships and Spectra Energy image within ETNG's customers and industry. Primary contact and negotiator with certain key accounts.
Director, Underground Storage	In support of the operations of US Gas Storage assets, direct the activities of Group's staff relating to storage field wellbore and reservoir integrity; determining field capacities and tracking gas inventories; managing the storage reservoir asset; optimizing field deliverability; providing petroleum engineering support to storage field and tech staff; preparing and maintaining federal and state regulatory compliance filings and reports; acting as storage technical liaison with other Company business groups; and maintaining geologic and petroleum engineering maps, studies, logs and well files.
Engineer - Asset Planning	Perform preliminary facility design, cost feasibility and cost of service evaluation for new services requested by Marketing and Business Development. Perform monthly fuel and EPC analysis for all incremental services and report result to Regulatory for FERC filings. Analyze and recommend solutions to resolve pipeline operational issues. Support Capacity Planning and Regulatory on entitlement issues.
Engineer, Associate - Asset Planning	Perform preliminary facility design, cost feasibility and cost of service evaluation for new services requested by Marketing and Business Development. Analyze and recommend solutions to resolve pipeline operational issues. Support Capacity Planning and Regulatory on entitlement issues.
Engineer, Capacity Planning	Uses pipeline simulation and optimization tools and receipts/delivery data to calculate/publish Spectra Energy pipeline operational capacities at the compressor station level. Advises gas control the optimized operation to achieve customer nomination. Maintains and monitors pipeline system fuel and electricity cost. Maintains and updates pipeline system line pack. Advises MHP the optimized operation to achieve fuel efficiency based on hydraulic simulation. Advises storage expansion projects. Manages Spectra Energy storage inventory on both physical and customer basis. Coordinates outages related to storage facilities. Generates customized monthly and weekly pipeline flow and storage inventory reports for accounting, regulatory and management. Maintains and updates storage-related data published to internal or external customers such as in DSS and Storage Inventory Management database.
Engineer, Principal - Asset Planning	Responsible for conceptual design and economic evaluation of incremental facilities required to accommodate new pipeline expansions and enhancement of existing facilities. Identify and resolve short-term and long-term pipeline operational issues. Provide support to Capacity Planning and Regulatory on all issues related to customer's entitlements. Support Regulatory on all FERC proceedings.
Engineer, Supervisor - Asset Planning	The Supervising Engineer has responsibility for the supervision, management, direction and overall success of the assigned group in effectively responding to the needs of clients, including Business Development, Marketing Services, Engineering and Construction, Regulatory, Legal and Transmission, as well as work with Spectra customers and vendors as necessary to further Spectra Energy's business goals. The Supervising Engineer is responsible for the direct personnel administration and development of assigned staff. Provides technical support to internal groups through hydraulic modeling of the various Spectra Energy pipeline to determine incremental facilities, operational capacities and obtain or predict operational information such as system pressures, volumes, and temperatures. Provides technical direction in the selection of pipeline routing, compressor station or meter station sites, compressor sizing and selection, pipeline sizing and other items as necessary based upon system designs and institutional knowledge.

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Engineering Intern, Capacity Planning	Maintains and updates storage inventory and flow data. Generates customized monthly and weekly pipeline flow and storage inventory reports for accounting, regulatory and management. Maintains and updates storage-related data published to internal or external customers such as in DSS and Storage Inventory Management database.
Engineering Intern, Measurement Integrity	Works on the development of the applications necessary to carry out the commitments of the FERC approved gas quality settlements for the Texas Eastern and Algonquin pipelines. These applications will enforce the gas quality limits agreed upon in the settlements.
Gas Scheduler, Bobcat (Capacity Services)	Primarily responsible for assisting customers in transacting their daily business on the pipeline with a specific focus on areas related to nominations, confirmations and allocations. Assist customers with developing transportation and storage utilization strategies that can be implemented within their respective contractual entitlements. This includes applying knowledge of FERC Gas Tariff to ensure daily compliance with the current regulatory environment and proactively managing customer contract imbalances. Troubleshoot customer operational problems/issues with the ultimate responsibility of ensuring that customers receive timely resolution of all discrepancies involving pipeline services.
Gas Systems Controller	Reports to the manager of gas control. Control the real time operation of compressor stations, pipeline facilities, and measurement stations et al facilities to maximize the volumes handled in the most economical method. This position is responsible for a 24 hour per day monitoring and control. Keep supervisors and management apprised of situations affecting the system. This position requires a minimum of two (2) years progressive gas control or equivalent related industry experience required.
Gas Systems Controller, Associate	Reports to the manager of gas control. Trains on how to control the real time operation of compressor stations, pipeline facilities, and measurement stations et al facilities to maximize the volumes handled in the most economical method. This position is responsible for a 24 hour per day monitoring and control. Keep supervisors and management apprised of situations affecting the system. This is an entry level position and requires with no experience.
Gas Systems Controller, Principal	Reports to the manager of gas control. Control the real time operation of compressor stations, pipeline facilities, and measurement stations et al facilities to maximize the volumes handled in the most economical method. This position is responsible for a 24 hour per day monitoring and control. Keep supervisors and management apprised of situations affecting the system. Required to be Operator Qualified on the Market desk (TE-M3), and AGT/M&N on Spectra Pipelines. Proven communication and interpersonal skills that result in a work environment that promotes discussion and learning. Proven ability to conduct oneself in a professional manner when interacting with internal and external customers, whether through verbal, written, or interpersonal communication. Ability to work independently with good problem-solving skills.
Gas Systems Controller, Senior	Reports to the manager of gas control. Ensure the pipeline system has constant and consistent supervision in the real time operation of compressor stations, pipeline facilities, and measurement stations et al facilities to maximize the volumes handled in the most economical method. Prepares reports, studies and related information. Ensures other gas controllers are aware of assist in the planning of facility outages affecting each shift. Observes daily work activities of gas controllers and trainees and provides advice, direction and conducts OTJ training. This position requires Five (5) years progressive gas control or equivalent related industry experience required. Demonstrated ability to perform complex job functions with limited direction.
Gas Systems Controller, Shift Leader	Reports to the manager of gas control. Control the real time operation of compressor stations, pipeline facilities, and measurement stations et al facilities to maximize the volumes handled in the most economical method. This position is responsible for a 24 hour per day monitoring and control. Keep supervisors and management apprised of situations affecting the system. Five (5) years progressive gas control or equivalent related industry experience. Must be Operator Qualified on the Market desk (TE-M3), and AGT/M&N on Spectra Pipelines. Proficient in all the duties and responsibilities of the Gas Controller-Principal
General Manager, Customer Administration / LINK	Responsible for overall management of the customer interface system and the transportation and storage contract administration process for all of SET U.S.'s pipelines and storage facilities, as well as M&N Canada. Provide quality customer service by ensuring that customer interface system performance is adequate; the customer interface system is programmed accurately; and new transportation and storage contracts, contract amendments, and discounts are processed accurately and efficiently. Ensure that the associated processes and systems are effectively designed and functioning properly in order to support financial (SOX) and regulatory (FERC / NAESB) compliance.
General Manager, Marketer and Producer Services	Leads the Marketer and Producer Services team which markets storage and transportation services to marketer, producer and power generation accounts for US Transmission and Union Gas storage & transmission assets.
General Manager, NE Business Development	Responsible for ensuring that sales and transportation revenues are maximized through effective implementation of marketing/business development plans and strategies, service structures and contracts which match customers' needs. Responsible for the development and execution of major pipeline projects.
General Manager, NE Marketing	Responsible for ensuring that sales and transportation revenues are maximized through effective implementation of marketing/business development plans and strategies, service structures and contracts which match customer's needs. Responsible for managing all aspects of the commercial relationships with LDC, Power and Appalachian Producer shippers.
General Manager, Project Evaluation	Responsible for project evaluation services, conceptual design, cost estimating, risk analysis and various other project planning and storage development activities.
Group Vice President, Northeast Transmission	Responsible for commercial activities of the Northeast pipeline group, as well as gas control, capacity services, contract administration and LINK systems for all US pipelines.
Group Vice President, SE Transmission & Storage	Responsible for overall commercial and business development for the southeast region of US Transmission - which includes Gulfstream Natural Gas, Southeast Supply Header, East Tennessee Natural Gas, Saltville Gas Storage, Ozark Gas, Big Sandy Pipeline, Market Hub Partners, Bobcat Storage, and Steckman Ridge.

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Lead Commercial Business Analyst	Acts as a liaison between the business community and MIS. Serves in a lead or supporting capacity for most assigned job duties, such as training, administration, communication, reporting, problem resolution, and project management. Responsible for designing (conceptually), testing, and implementing changes to the pipeline and storage system programming code. Monitors and maintains pipeline and storage system performance (speed) and quality (accuracy). Analyzes and addresses customer pipeline and storage system support issues. Develops, organizes and conducts pipeline and storage system training events for internal and external customers. Monitors and tests the pipeline and storage system to ensure compliance with FERC, SOX, and NAESB rules and objectives. The Lead Commercial Business Analyst is the fourth step in a job progression matrix that begins with an Associate Commercial Business Analyst and ends with a Commercial Business Project Leader.
Manager, Asset Planning	The Manager has responsibility for leadership, management, direction, and overall success of the group in effectively responding to the needs of clients, including Business Development, Marketing Services, Engineering and Construction, Regulatory and Transmission, as well as work with Spectra customers and vendors as necessary to further Spectra Energy's business goals. The Manager is responsible for the direct personnel administration and development of assigned staff. Provides technical support to internal groups through hydraulic modeling of the various Spectra Energy pipeline systems to determine incremental facilities, operational capacities, manage entitlements, and obtain or predict operational information such as system pressures, volumes, and temperatures. Provides technical direction in the selection of optimum pipeline routing, compressor station or meter station sites, compressor sizing and selection, pipeline sizing and location, and other items as necessary based upon system designs and institutional knowledge. Develops conceptual pipeline system designs to initiate and further business development activities or to enhance
Manager, Business Dvlpmt (SE Marketing)	Manages the identification, development and execution of expansion projects within Spectra's Southeast pipeline and storage business unit. Supports planning and strategic analysis.
Manager, Capacity Planning	Responsible for SET US pipeline hydraulic simulations to determine current and future operational capacities and optimization of the compressor facilities. Provides direction and operational scenarios for the SET US storage assets to facilitate inventory management and optimization of the facilities.
Manager, Capacity Services	Supervises a team that is responsible for managing customer transactional activity and problem resolution. Coordinates and resolves issues between internal and external customers as they arise in a timely and effective manner. Works with team to coordinate and implement enhancements with the LINK system; identify efficiencies through continuous process review and respond to changes in nominations, allocations, confirmations and other processes performed by Capacity Services. Assures compliance with SOX controls as applicable to the group.
Manager, Gas Control (North)	The Manager of Gas Control covers the position for potentially each pipeline; Texas Eastern, East Tennessee, Algonquin, Maritimes & Northeast, Ozark, Southeast Supply Header and Big Sandy Pipeline. The principal objective of this position is to optimize the pipeline facilities through subordinate levels of gas controllers controlling the real-time operation of compressor stations, pipeline facilities to maximize the volumes handled in the most economical method. This requires 24 hour supervision of system requirements, storage field operations, and monitoring of compressor stations to achieve safe, reliable operations. Even though this position may be required to supervise Southern operations, this position is responsible primarily for TE/M3, AGT and Maritimes and Northeast pipelines. Seven years of gas control or equivalent industry experience. Experience with electronic data acquisition and control systems and one year field experience in oil and gas industry preferred. Experience on each pipeline in order to supervise day-to-day operations such that efficiency and pipeline integrity are maintained in accordance with customer expectation.
Manager, Gas Control (South)	The Manager of Gas Control covers the position for potentially each pipeline; Texas Eastern, East Tennessee, Algonquin, Maritimes & Northeast, Ozark, Southeast Supply Header and Big Sandy pipeline. The principal objective of this position is to optimize the pipeline facilities through subordinate levels of gas controllers controlling the real-time operation of compressor stations, pipeline facilities to maximize the volumes handled in the most economical method. This requires 24 hour supervision of system requirements, storage field operations, and monitoring of compressor stations to achieve safe, reliable operations. Even though this position may be required to supervise Northern operations, this position is responsible primarily for Southern Texas Eastern operations, and ETNG, SESH and Big Sandy pipelines. Seven years of gas control or equivalent industry experience. Experience with electronic data acquisition and control systems and one year field experience in oil and gas industry preferred. Experience on each pipeline in order to supervise day-to-day operations such that efficiency and pipeline integrity are maintained in
Manager, Measurement Systems	Responsible for all current and future measurement system upgrades, identifying new synergies utilizing technology and IT organizational assets, and overall day to day validation of data. An additional focus will be to minimize the lost and unaccounted for gas on the SET East pipelines.
Manager, Project Development (Bus Dev NE)	Responsible for ensuring that sales and transportation revenues are maximized through supporting the implementation of marketing/business development plans and strategies, service structures and contracts which match customers needs as well as meet and exceed company market share and revenue objectives.
Measurement Group Leader	This position ins responsible for ensuring measurement procedures adhered to oversee data accuracy.
President, Egan Hub Storage, LLC	Responsible for overall commercial, development and operations of Egan Hub Storage.
President, Maritimes & Northeast Pipeline	Responsible for all marketing, business development, government relations and public affairs for the Maritimes & Northeast Pipeline.
Project Director, Marketing & Business Development - Maritimes & Northeast Pipeline	Responsible for marketing and business development activities for the U.S. portion of the Maritimes & Northeast Pipeline system, including development of capital expansion projects and for the marketing and account management for U.S. transportation customers. Reports to the Vice President, Marketing, Business Development & Regulatory Affairs – Maritimes & Northeast Pipeline.
Project Director, Marketing Dvlpmt (Marketer Accounts)	Responsible for managing commercial relationship with several of Spectra Energy's largest customers. Builds relationships with assigned customers that result in the company meeting revenue targets. Resolves issues that might arise relating to: revenue billing; nominations and scheduling; credit; operations; rates and certificates and other commercial issues. Works with internal groups for the development of creative solutions that will address commercial issues raised by customers. Serves as the voice of the customer with other internal groups while balancing the commercial goals and objectives of the company.

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Project Director, Measurement and Gas Quality Assurance (Measurement Integrity)	Responsible for the monitoring and validation of the gas quality function for the Spectra Energy U.S. pipeline and storage assets. This includes both gas quality as it pertains to the measurement function and the monitoring for constituents that adversely affect the operation of the Spectra Energy assets. Responsible for the measurement business systems and the day to day validity of the measurement data.
Project Director, NE Marketing & Business Development	Responsible for ensuring that sales and transportation revenues are maximized through effective implementation of marketing/business development plans and strategies, service structures and contracts which match customers needs as well as meet and exceed company market share and revenue objectives.
Project Director, Northeast Marketing	Responsible for managing the commercial relationship with major customers of Spectra Energy's pipeline companies in the Northeast region. Builds relationships with such customers that result in the company meeting revenue targets. Creatively seeks to develop new incremental business from such customers in support of the company's growth targets. Resolves issues that might arise relating to: revenue billing; nominations and scheduling; credit; operations; rates and certificates and other commercial issues. Works with internal groups for the development of creative solutions that will address commercial issues raised by customers.
Project Manager, Entitlements	Responsible for the design and maintenance of customers' entitlement on all SET pipeline systems. Assist LINK group on all entitlement issues. Assist Contract group in reviewing and approval of new and revised contracts. Assist Capacity Management group in pipeline and metering capacity posting.
Project Manager, Gas Control	The incumbent serves as Gas Control's leader in the areas of technical planning, development and support of the information systems and computer programs that are critical to Gas Control's responsibility for operating the pipeline systems in a safe and reliable manner. Gas Control's ability to operate thousands of miles of pipeline across nineteen states from a single control room, requires multiple computer based systems (SCADA), programs, and reports. The incumbent would have the lead role in meeting the needs of the Gas Control environment by interfacing with the IT department, to facilitate systems development and Field personnel, to insure operations compliance and efficiency.
SCADA Specialist, Gas Control	SCADA Specialist in gas control supporting functional implementation of the CygNet SCADA system.
Specialist, Measurement	Reviewing and editing gas measurement data to ensure accuracy of volumes provided to downstream systems, including revenue billing system and customer interface systems. Assists in resolution of gas balance issues. Works closely with Capacity Services and customers to address measurement related issues. Provides training and leadership to the group. Assist in setting up new meters.
Specialist, Measurement I	Reviewing and editing gas measurement data to ensure accuracy of volumes provided to downstream systems, including revenue billing system and customer interface systems. Assists in resolution of gas balance issues. Works closely with Capacity Services and customers to address measurement related issues. Provides training and leadership to the group. Assist in setting up new meters.
Specialist, Measurement II	Reviewing and editing gas measurement data to ensure accuracy of volumes provided to downstream systems, including revenue billing system and customer interface systems. Assists in resolution of gas balance issues. Works closely with Capacity Services and customers to address measurement related issues. This position requires at least 5 years of experience.
Specialist, Measurement III	Reviewing and editing gas measurement data to ensure accuracy of volumes provided to downstream systems, including revenue billing system and customer interface systems. Assists in resolution of gas balance issues. Works closely with Capacity Services and customers to address measurement related issues. This position is an entry-level position.
Sr. Commercial Business Analyst	Continues to develop in becoming a liaison between the business community and MIS. Serves in a supporting capacity for most assigned job duties, such as training, administration, communication, reporting, problem resolution, and project management. Responsible for designing (conceptually), testing, and implementing changes to the pipeline and storage system programming code. Monitors and maintains pipeline and storage system performance (speed) and quality (accuracy). Analyzes and addresses customer pipeline and storage system support issues. Develops, organizes and conducts pipeline and storage system training events for internal and external customers. Monitors and tests the pipeline and storage system to ensure compliance with FERC, SOX, and NAESB rules and objectives. The Senior Commercial Business Analyst is the third step in a job progression matrix that begins with an Associate Commercial Business Analyst and ends with a Commercial Business Project Leader.
Sr. Engineer, Asset Planning	Responsible for hydraulic design and analysis of pipeline facilities to support incremental and ongoing business and operations for the company. Interacts with numerous groups including Marketing, Project Development, Regulatory Affairs, Legal, Engineering & Construction, Transmission, Gas Control, Environmental and Codes groups to assist in the detailed design of facilities from the conceptual stage to FERC application and through completion of construction and commissioning. Assists with operational issues such as outages and efficiency studies to aid in optimizing the pipeline assets.
Sr. Engineer, Capacity Planning	Uses pipeline simulation and optimization tools and receipts/delivery data to calculate/publish Spectra Energy pipeline operational capacities at the compressor station level. Monitors Saltville Group inventory level and advises ETNG daily operations.
Sr. Engineer, Principal - Asset Planning	Responsible for conceptual design and economic evaluation of incremental facilities required to accommodate new supply projects and enhance of existing TETLP supply area facilities. Provide guidance and economic analysis to Business Developments in its pursuit of new pipeline projects in the supply area of TETLP system. Identify and resolve short-term and long-term pipeline operational issues on the TETLP system. Provide support to Capacity Planning and Regulatory on all issues related to customer's entitlements. Support Regulatory on all FERC proceedings. Respond to the needs of clients, including Business Developments, Marketing Services, Engineering and Construction, Regulatory, Legal and Transmission, as well as work with Spectra customers and vendors as necessary to further Spectra Energy's business goals

FERC Title	Transmission Function Job Descriptions - Updated 12/22/2011
System Manager I, Capacity Scheduling	Responsible for the management of aggregate capacity and customer usage on the pipeline system. Charged with the daily scheduling of the pipe and coordination between customer usage and operational availability of capacity. Posts critical capacity notices and monitors informational postings to assure accuracy of the information. Manages system outages, both planned and unplanned, coordinating restrictions with applicable customers and posting relevant information so that compliant customer communication is assured. Troubleshoots customer operational problems/issues and has responsibility to assure that customer receives timely resolution to all discrepancies involving pipeline services. Provides project/regulatory/financial support: annual filings, special projects and initiatives, and tariff compliance. Job titles are in a line of progression with each subsequent level assuming a higher level of competence and responsibility.
System Manager II, Capacity Scheduling	Responsible for the management of aggregate capacity and customer usage on the pipeline system. Charged with the daily scheduling of the pipe and coordination between customer usage and operational availability of capacity. Posts critical capacity notices and monitors informational postings to assure accuracy of the information. Manages system outages, both planned and unplanned, coordinating restrictions with applicable customers and posting relevant information so that compliant customer communication is assured. Troubleshoots customer operational problems/issues and has responsibility to assure that customer receives timely resolution to all discrepancies involving pipeline services. Provides project/regulatory/financial support: annual filings, special projects and initiatives, and tariff compliance. Job titles are in a line of progression with each subsequent level assuming a higher level of competence and responsibility.
System Manager II, Measurement Integrity	Responsibilities include analysis and support for pipeline fuel tracker, gas balance management and operational decision making; preparation and maintenance of cash out pricing indices for all Spectra US pipelines; development, analysis and support for Marketing O&M budgets. Provides project/regulatory/financial support – annual filings, special projects and initiatives, and tariff compliance.
System Manager III, Capacity Scheduling	Responsible for the management of aggregate capacity and customer usage on the pipeline system. Charged with the daily scheduling of the pipe and coordination between customer usage and operational availability of capacity. Posts critical capacity notices and monitors informational postings to assure accuracy of the information. Manages system outages, both planned and unplanned, coordinating restrictions with applicable customers and posting relevant information so that compliant customer communication is assured. Troubleshoots customer operational problems/issues and has responsibility to assure that customer receives timely resolution to all discrepancies involving pipeline services. Provides project/regulatory/financial support: annual filings, special projects and initiatives, and tariff compliance. Job titles are in a line of progression with each subsequent level assuming a higher level of competence and responsibility.
System Manager IV, Capacity Scheduling	Responsible for the management of aggregate capacity and customer usage on the pipeline system. Charged with the daily scheduling of the pipe and coordination between customer usage and operational availability of capacity. Posts critical capacity notices and monitors informational postings to assure accuracy of the information. Manages system outages, both planned and unplanned, coordinating restrictions with applicable customers and posting relevant information so that compliant customer communication is assured. Troubleshoots customer operational problems/issues and has responsibility to assure that customer receives timely resolution to all discrepancies involving pipeline services. Provides project/regulatory/financial support: annual filings, special projects and initiatives, and tariff compliance. Job titles are in a line of progression with each subsequent level assuming a higher level of competence and responsibility.
Technical Lead, Gas Quality Assurance	The Technical Lead for Gas Quality Assurance is responsible for the overall monitoring and validation of the gas quality function for the Spectra Energy U.S. pipeline and storage assets. This includes both gas quality as it pertains to the measurement function and monitoring for constituents that adversely affect the operation of the Spectra Energy assets. The position is responsible for providing strategic direction for the placement of gas quality equipment and assuring Spectra Energy is compliant with the Spectra Energy pipeline tariffs and the FERC gas quality posting requirements. The Technical Lead works closely with the Houston Measurement and Communication groups and the Southeast and Northeast Division field operations. The Technical Lead will have input on changes to any standard operating procedures related to gas quality. Position actively participates on the Spectra Energy Measurement Oversight Committee and external industry committees
Vice President, Gas Control, Measurement Integrity & NE Capacity Services	Responsible for managing the capacity services, capacity scheduling, measurement and gas control functions for SET's Texas Eastern Transmission, Algonquin Gas Transmission, Maritimes and Northeast, East Tennessee, Southeast Supply Header and Ozark pipeline systems.
Vice President, Marketer Services & Business Development	Manages the commercial and business development for MHP, Ozark, and Marketer Services for US Transmission, and the marketing and optimization of Union Gas' unregulated storage & transmission assets.
Vice President, Marketing (NE Transmission)	Responsible for overall customer service and marketing for Northeast customer base.
Vice President, Marketing, Business Development & Regulatory Affairs - Maritimes & Northeast Pipeline	Manages new gas pipeline business opportunities, partnerships and customer relations, including pricing and marketing of transportation capacity for the U.S. portion of the Maritimes & Northeast Pipeline system. Also manages regulatory affairs function, including facilities applications and rate negotiations and applications. Reports to the President of the Maritimes & Northeast Pipeline system.
Vice President, NE Business Dvlpmnt	Provide strategic leadership, direction and management to the Company's Northeast Business Development function to meet its strategic priorities and objectives.
Vice President, US Storage and SE Business Development	Responsible for commercial and business development for Market Hub Partners, Bobcat Storage, Steckman Ridge, Big Sandy Pipeline, and Ozark business units. Responsible for marketing of storage and transportation services to marketer, producer and power generation accounts for US Transmission and Union Gas storage & transmission assets.

FERC Title	Transmission Function Job Descriptions - Updated 12/22/2011
Volume Manager II, Capacity Services	Shift position: handles customer interaction as it pertains to nominations, confirmations, allocations and imbalance management during non-business hours. Also manage interconnect pipeline confirmations and real-time customer imbalance management. Coordinates with Gas Control for effective oversight and implementation of customer nomination changes. Reports to Manager, Capacity Services. Troubleshoots all customer operational problems/issues and has responsibility to ensure that customers receive timely resolution of all discrepancies involving pipeline services. Responsible for ensuring that physical pipeline flows are in line with scheduled quantities in accordance with Tariff and other contractual guidelines. Job titles are in a line of progression with each subsequent level assuming additional responsibility and capability to manage customer and internal issues.
Volume Manager III, Capacity Services	Shift position: handles customer interaction as it pertains to nominations, confirmations, allocations and imbalance management during non-business hours. Also manage interconnect pipeline confirmations and real-time customer imbalance management. Coordinates with Gas Control for effective oversight and implementation of customer nomination changes. Reports to Manager, Capacity Services. Troubleshoots all customer operational problems/issues and has responsibility to ensure that customers receive timely resolution of all discrepancies involving pipeline services. Responsible for ensuring that physical pipeline flows are in line with scheduled quantities in accordance with Tariff and other contractual guidelines. Job titles are in a line of progression with each subsequent level assuming additional responsibility and capability to manage customer and internal issues.
Volume Manager IV, Capacity Services	Shift position: handles customer interaction as it pertains to nominations, confirmations, allocations and imbalance management during non-business hours. Also manage interconnect pipeline confirmations and real-time customer imbalance management. Coordinates with Gas Control for effective oversight and implementation of customer nomination changes. Reports to Manager, Capacity Services. Troubleshoots all customer operational problems/issues and has responsibility to ensure that customers receive timely resolution of all discrepancies involving pipeline services. Responsible for ensuring that physical pipeline flows are in line with scheduled quantities in accordance with Tariff and other contractual guidelines. Job titles are in a line of progression with each subsequent level assuming additional responsibility and capability to manage customer and internal issues.
	**titles highlighted in blue indicate last posting