



HOLYOKE GAS AND ELECTRIC DEPARTMENT

99 Suffolk Street
Holyoke, MA 01040

Utility Locator (Utility Engineering Aid A or B)

Formed in 1902, HG&E is a municipally owned utility that provides electricity, natural gas, and fiber optic internet services to over 18,000 customers. Our mission to our customers is simple: "We will provide competitive rates, innovative and sustainable energy solutions, reliable service, and excellent customer care." We are currently looking for a qualified candidate to fill this vacancy.

DUTIES:

Under general supervision, responsible for sub-engineering tasks, performs surveys and mark-outs of gas, electric and telecommunication distribution systems. Creates sketches and records; maintains and compiles engineering data for gas, electric and telecommunication facilities. Performs investigations and inspects existing gas, electric and telecommunication facilities. Performs other related tasks as assigned.

MINIMUM ENTRANCE QUALIFICATIONS AND REQUIREMENTS:

- Two (2) year degree from an accredited college/university in Mechanical or Electrical Engineering, Electronic Technology, or any related electric and/or gas field; or equivalent education and experience with demonstrated abilities through past work experience.
- Advanced knowledge of Microsoft Word, Excel, Access software and database applications.
- Working knowledge of construction codes, federal, state and local regulations, engineering requirements, and other technical documents and reports relating to electrical, gas and telecommunication facilities.
- Experienced in delegating and operating computer-aided drafting (CAD) ArcGIS equipment or comparable conventional drafting stations to produce designs, working drawings, charts, forms and records.
- Knowledge of electrical and mechanical designs and of how to determine a method of presentation to graphically represent plans.
- Ability to obtain and assemble data by visiting job sites to compile measurements as necessary.
- Highly detailed, thorough, self-motivated and goal-oriented while managing multiple tasks; excellent verbal and written communication skills.
- Ability to move, push, pull or lift up to 35 pounds variable distances; requires mobility and flexibility to walk, bend, kneel in difficult working positions and extreme indoor and outdoor temperatures/weather, exceeding 90 degrees or below 32 degrees Fahrenheit.
- Ability to consistently complete all work in a safe, timely, and proficient manner; thorough understanding of Dig Safe requirements, procedures and terms.
- More than three (3) years' full-time related utility location experience.
- Ability and commitment to respond to emergency callouts.

Working Knowledge of:

- Procedures, methods and materials used in electric and gas distribution work, as well as gas leak detection equipment.
- Mapping hardware and software including database functions and principles, practices and techniques of computerized drafting.
- Engineering mathematics, calculations, drawings, maps, CAD, and basic engineering tasks.

Ability to:

- Lead and develop a Utility Engineering Aid.
- Delegate, instruct, maintain and update maps and records from field notes using computer and manual records.
- Maintain effective working relationships with contractors and others; ability to work well alone and as part of a team.
- Identify overhead utility attachments and underground utility cables and equipment.
- Operate and maintain various field-locating equipment.
- Interpret standard civil, mechanical, and electrical design blueprints.

PREFERRED ENTRANCE QUALIFICATIONS: (in addition to above)

- More than seven (7) years' of full-time related utility location experience.
- 4 Year Degree in Business Administration or related field, Engineering Technologies, Graphic Design or Geography.
- Five (5) years' experience in gas and electrical engineering operations of a municipal utility company.
- Ten (10) years of demonstrated ArcGIS experience, or 5 years in hold GIS certificate.

REMARKS:

Successful candidate must have a valid driver's license with a clean driving record; obtain and maintain Operator Qualification and Certification per DOT CFR 49 regulations; and be able to pass a pre-employment physical, drug screening, and criminal background check. Position is subject to random drug tests. Starting pay is according to the Guild (Union) Contract.

Posting closes on December 14th, 2021.

Send all materials to: City of Holyoke Gas & Electric Department - Geisha I. Uroza at humanresources@hged.com.