

Watchman

Holyoke Gas & Electric Department

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: "HG&E 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 direction, guards against fire, theft, vandalism and unlawful entry at an assigned area or building; checks locks to see they are secure; maintains order in a given area; reports situations that cannot be handled immediately to police or security personnel; in addition to watchman duties, performs building and grounds maintenance work including cleaning carpets, floors, walls, furniture, restrooms, kitchen, etc., operating tools, equipment and supplies necessary to perform these functions; disposal of trash and refuse and performs related work as required.

MINIMUM ENTRANCE REQUIREMENTS

- High school diploma or GED.
- Knowledge of the standard methods, practices, tools and equipment used to clean buildings and furniture.
- Knowledge of the qualities and uses of various cleaning, sanitizing, stripping and waxing compounds.
- Knowledge of occupational hazards and safety rules and regulations.
- Knowledge of building and property security procedures.
- Ability to explain instructions and guidelines to others effectively.
- Excellent communication and interpersonal skills.
- Ability to follow directions, perform basic math calculations, and read and write comprehensively.
- Excellent memory, attention to detail and innovative organization skills.
- Ability to perform physical activities, such as, but not limited to, lifting heavy items (up to 75 lbs. unassisted), bending, standing, climbing or walking.
- Comfort working safely in an environment containing caustic chemicals, cleaning materials, dust and noise.
- Experience working under inclement weather conditions.
- Willingness and ability to work at night and overtime as required.
- Reliable personal transportation and a good driving record.
- Strong initiative and ability to anticipate issues proactively.
- Proven track record of reliability, responsibility and excellent attendance.
- Ability to successfully manage multiple and changing priorities.
- Perform other duties as assigned.

PREFERRED ENTRANCE QUALIFICATIONS (In addition to above)

- Five (5) years' Industrial / Commercial Janitorial experience. Custodial and building maintenance in a government/office setting preferred.
- Two (2) years' security experience.

REMARKS:

Successful candidate must be able to pass a pre-employment physical, drug screening, and criminal background check for new employment. Starting pay is according to the Guild (Union) Contract. **Posting closes on August 5th, 2025.**

Send all materials to:
Holyoke Gas & Electric Department
HR Department
humanresources@hged.com