

## Electrical Engineer

(of varying grades depending on qualifications & experience)

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 service". We are currently looking for a qualified candidate to fill this vacancy.

### DUTIES:

Responsible for engineering and supervising the implementation, operation, and maintenance of all types of electric utility distribution, transmission, sub-transmission, and/or production facilities including telecommunications for the Department. Designs cost-effective and reliable solutions that are aligned with the Department's rate and reliability objectives. Prepares and maintains cost estimates, plans, maps, drawings, and records of systems and equipment. Develops bid specifications and evaluates bids for material and labor as required. Maintains Department reliability statistics. Prepares weekly, monthly, and annual reports on project progress. Performs related duties as assigned or required.

### MINIMUM ENTRANCE QUALIFICATIONS & REQUIREMENTS:

- Bachelor's degree in electrical engineering or related technical field and/or three (3) years of related electric distribution design and maintenance experience.
- Ability to develop and manage project budgets and schedules to assigned targets.
- Good public relations and project management skills.
- Strong written and oral communication skills.
- High service orientation regarding customer needs, including meeting service dates, service reliability, electric equipment operating problems, etc.
- Familiarity with Dig Safe codes, instrumentation, and procedures, good utility construction practices, and job scheduling.
- Responds to off hour, unplanned emergencies as needed.

### Working knowledge of:

- Principles and practices of electrical engineering as applied to the design and construction of an electrical power distribution system.
- Codes and standards used in the electric utility industry.
- Methods and materials used in the construction, operation, maintenance, protection & automation of electrical distribution systems.
- Electric Engineering principles and concepts.
- Personal Computer applications: MS Office, Email, and Internet software.
- GIS mapping & mobile workforce applications.

### Ability to:

- Properly interpret and make decisions in accordance with Federal and State laws, regulations, and policies.
- Read, interpret, design, and draw electrical and related drawings.
- Make fundamental circuit analyses and studies.
- Prepare plans, maps, and specifications for equipment and projects.
- Maintain project budgets, deadlines and goals while working well in a team environment.
- Establish and maintain cooperative relationships with those contacted in the course of work.
- Ensure continued compliance with applicable rules, procedures, and standards as change.
- Perform technical electrical engineering work of a varying nature.

### PREFERRED ENTRANCE QUALIFICATIONS (IN ADDITION TO ABOVE):

- Master's degree in electrical engineering or related technical field and/or ten (10) years of related electric distribution design and maintenance experience.
- Two (2) years of supervisory experience within a utility setting.
- Knowledge of Electric Distribution best practices, secondary network distribution systems, arc flash studies, metering concepts, & distributed generation systems.
- Familiarity with utility mapping and database applications including GIS Administration (ESRI ArcGIS), CAD, preventative maintenance practices, and distribution automation.
- Knowledge of Massachusetts Bidding Laws.

### REMARKS:

Successful candidate must have a Valid Driver's License and be able to pass pre-employment physical, drug screening, and criminal background check. Starting pay is dependent upon experience and qualifications. Interested candidates should send a cover letter describing in detail why your qualifications meet the announcement requirements along with your resume, salary requirements, and completed HG&E Employment Application. **Posting open until vacancy is filled.**

### Send all materials to:

Holyoke Gas & Electric Department  
Geisha I. Uroza, Human Resources Coordinator

[humanresources@hged.com](mailto:humanresources@hged.com)