



## HOLYOKE GAS AND ELECTRIC DEPARTMENT

99 Suffolk Street  
Holyoke, MA 01040

# Electrical Engineer (I&C)

(Junior or Associate Level position depending on qualifications)

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 energy rates, reliable service, and excellent customer service". We are currently looking for a qualified candidate to fill a vacancy.

### POSITION OVERVIEW

Under general direction and supervision, responsible for the assisting in the design, maintenance, planning, implementing and installation of various associated electrical instrumentations and controls within the Hydro Generation Division. Assist in the design, testing and general oversight of retrofits or updates to new and existing generators, or associated ancillary equipment. Applies professional skills and knowledge in connection with the investigation, design, construction, and maintenance of engineering projects of moderate difficulty and responsibility. Reports to Senior Principle Electrical Engineer. Performs other related duties as required.

### DUTIES AND RESPONSIBILITIES

- Provide effective technical Engineering assistance in the maintenance, planning, implementing and installations of all electrical associated instrumentations and controls, for Hydro Generation retrofits or updates to new and existing generators, or associated ancillary equipment.
- Recommend and implement the management and design on new/rehabilitated generation assets, electrical equipment, controls, relays, replacements, and other electrical upgrade projects
- Works with test equipment and instruments to calibrate and verify the accuracy of the generation facilities.
- Reviews, maintains, and upgrades power protection schemes and settings - Generation .
- Under general supervision, design cost-effective and reliable solutions that are aligned with the Department's rate and reliability objectives.
- Assist in the maintaining, updating, and developing preventative maintenance procedures, compliance, procurement, reliability, and loss mitigation plans with primary emphasis on generation assets and production facilities.
- Oversees electrical plant for Operation and Maintenance Contracts with outside entities (i.e. SW&SC's Cobble Mt)
- Writes switching orders / instructions and issues clearances for planned and emergency work on the transmission and distribution system while ensuring worker safety, productivity, and customer satisfaction.
- Reads, creates, and updates CAD drawings - Generation
- Supervise Working Foreman, Technicians and Electricians in the performance of their work.
- Regular and reliable attendance.
- Prepare reports, studies, cost estimates, specifications, and analysis relating to generation operations.
- Valid Driver's License with good driving record.
- Ensure compliance to all Department Safety policies and procedures.

- Other duties as assigned.

### **Minimum Entrance Requirements (Junior Level)**

- Bachelor of Science Degree in Engineering, Electrical or Computer Engineering or related field preferred.
- Undergraduate study in Controls Engineering or related classes.
- Excellent written and verbal communications
- Functional experience with Microsoft Office applications suite with emphasis on Excel
- Must have good oral and written communication skills.
- Valid Driver's License with a good driving record.
- Regular and reliable attendance.

### **Preferred Entrance Qualifications, (Associate Level) In addition to above**

- Experienced in related controls engineering work in electric, oil, gas, chemical or other heavy industrial application.
- 3 to 6 years of experience in related controls engineering work in electric, oil, gas, chemical or other heavy industrial application
- Functional experience with I&C engineering, design and controls
- Experienced in Utility Power Plant, substation, generation electrical equipment including SCADA systems and switching/tagging procedures
- Electrical Engineering experience related to Utility Generation/Distribution and/or Transmissions Systems.

### **REMARKS :**

Successful candidate have a Valid Driver's License and must be able to pass pre-employment physical, drug screening, and criminal background check. Starting pay is dependent upon experience and qualifications. Interested Candidates should apply online at <http://www.hged.com> (Employment Opportunities) Send a cover letter describing in detail why your qualifications meet the announcement requirements along with your resume and salary requirements, and completed HG&E Job Application.

#### **Send all materials to:**

City of Holyoke Gas & Electric Department  
Attn: Terry Sweeney, Human Resources  
99 Suffolk Street  
Holyoke, MA 01040  
TerrySweeney@hged.com

City of Holyoke Gas and Electric Department is an Equal Opportunity Employer. EEO/AA/M/F/D/V.  
Applications will be accepted until April 28<sup>th</sup>, 2017

Working safely is a condition of employment at HG&E

No Phone Calls or Agencies please