

## **GIS Specialist**

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 limited supervision undertakes development work on new and existing GIS and CAD applications; develops software and/or applications that are robust; performs and meets the functional requirement of the end user; works with vendors of various software systems for troubleshooting and optimizing the use of existing and/or new systems; and analyzes and designs reports utilizing the appropriate toolset for creating, maintaining, and sharing GIS and other data/results. Candidate will also operate and assist in maintaining GIS and other system hardware, software, printer, and related equipment; move, copy, delete, and add files and data to output reports in hard copy or electronic transfer; maintain and comply with company established internal controls, policies, practices and procedures; prepare, update, and distribute GIS and CAD maps, records, databases, and new information as they become available; and keep current with the new GIS and GPS information and technology.

### **MINIMUM ENTRANCE REQUIREMENTS**

- Bachelor's Degree in GIS, Geography, Computer Science, Engineering, or related field.
- Two (2) years' experience in GIS Mapping or related field.
- Familiarity with databases for storing data, running queries, and creating reports.
- Advanced knowledge of Windows 10, Microsoft Office Pro.
- Ability to work independently and in a team environment.
- Proven dedication to achieving desired outcomes in a team environment.
- Good verbal and written communication and organization skills.
- Regular and reliable attendance.

### **PREFERRED ENTRANCE QUALIFICATIONS** (In addition to above)

- Utility industry experience and experience developing web-based GIS maps and managing asset databases.
- Master's Degree in GIS, Geography, Natural Resources, Computer Science, or related field.
- Ten (10) years; experience in GIS Mapping or related field, asset management and development of web-based GIS maps.

### **REMARKS:**

Successful candidate must have a Valid Massachusetts Driver's License and be able to pass pre-employment physical, drug screening, and criminal background check. Minorities and women are encouraged to apply. Go to: <http://www.hged.com> for Employment Application. Starting pay is according to the Guild (Union) Contract. **Posting closes on 02/18/2022.**

**Send all materials to:**

Holyoke Gas & Electric Department

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