



SUPERINTENDENT OF GAS DIVISION

**Holyoke, Massachusetts
Holyoke Gas and 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: "We will provide competitive energy rates, reliable service, and excellent customer service". We are currently looking for a qualified candidate to fill this vacancy.

DUTIES:

Under the direction of the General Manager, responsible for overall management and supervision of Forty (40) Gas Division employees, operations and ensuring key division strategic objectives are met.

Responsibilities include:

- Operation and maintenance of the natural gas distribution system and LNG vaporization plant; gas supply and planning; rate design and management; appliance service operations.
- EH&S activities and compliance; hiring, training, and performance management of forty (40) Gas Division employee.
- Oversees planning, estimating, and management of all aspects of capital improvement and maintenance projects, including contractor/vendor oversight; and ensures all work practices provide a safe working environment for all employees and the general public.
- Position has full P&L responsibility for the Gas Division and ensures a profitable and competitive operation while ensuring full compliance with all applicable regulations.
- Oversight of: DOT Gas Pipeline Drug Testing Policy; DOT Gas Pipeline Alcohol Misuse Prevention Program and the Massachusetts Regulation and Taxation of Marijuana Act.
- Performs additional duties as assigned.

MINIMUM REQUIREMENTS

- Bachelor's degree in Mechanical Engineering (BSME), Civil Engineering (BSCE) or equivalent.
- Minimum of 10 ten years of progressive managerial, technical experience, in the gas utility and distribution operation or equivalent combination of education and experience.
- 5 Years of Senior Management experience.
- Proven effective leadership and performance management experience.
- Thorough knowledge of applicable regulatory and compliance requirements (i.e. DIMP, OQ, etc).
- Knowledge of and ability to review analyze and design rates for proper revenue collections.
- Budget development (Capital and Operating) and management experience in similar operation.
- Demonstrated project management skills.
- Demonstrated ability to effectively interact with public officials and the general public.
- Thorough knowledge of operation and maintenance methods and of materials and equipment involved.
- Thorough knowledge of occupational hazards of the work and appropriate safety precautions.
- Work emergency and planned overtime when the need exists;
- Excellent Computer Skills, Microsoft Office, etc.
- Conform to all applicable safety requirements
- Regular and reliable attendance

- Valid Massachusetts Driver's License with good driving record.

PREFERRED REQUIREMENTS (IN ADDITION TO ABOVE):

- MBA
- Advanced Engineering Degree (MSME, MSCE) or related post graduate.
- Gas Supply planning, procurement and contract negotiations.
- Collective Bargaining Experience
- Strategic planning experience for gas distribution systems.

Go to <http://www.hged.com/> to see complete list of all Employment Opportunities and Job Description for this position. Successful candidate have a Valid Driver's License and must be able to pass pre-employment physical, DOT Gas Pipeline drug screening, and credit and criminal background check. Starting pay is dependent upon experience and qualifications. Interested Candidates should apply online at 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
413-537-9321

City of Holyoke Gas and Electric Department is an Equal Opportunity Employer. EEO/AA/M/F/D/V.
Applications will be accepted until position is filled. Working safely is a condition of employment at HG&E.

All applications/Resumes received will be held in strict confidence.