

## STAFF ENGINEER

### POSITION SUMMARY

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The staff engineer position is a new position at Northeast Gas Association (NGA) which will report to the Vice President, Training & Qualification Services. The staff engineer will support NGA's Operator Qualification (OQ) Program, Pipe Joining Program, training programs and other NGA initiatives. The position will oversee a wide range of gas engineering and operations related projects with emphasis on training and qualification related activities. The staff engineer will lead and collaborate with multi-disciplinary teams of subject-matter-experts including utility operations, engineering, and training personnel as well as contractor personnel. Broad technical competency across the gas distribution sector will be required. The staff engineer position requires a degreed engineer with a minimum of 3 years of gas engineering, gas operations, and/or training expertise and strong working knowledge of federal and state pipeline safety codes. The successful candidate must have excellent written and verbal communication skills, experience in effectively facilitating meetings, and strong organizational and project management skills. The staff engineer position will have a prominent level of visibility with gas utility and contractor company personnel. Due to the collaborative nature of this position and NGA's regional footprint, the staff engineer may be required to travel 15% - 30% of the time.

### PRINCIPAL DUTIES & RESPONSIBILITIES

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#### Technical:

- Technical oversight for the development and maintenance of OQ written and performance evaluations;
- Technical oversight for the development and maintenance of OQ covered tasks;
- Technical support for OQ Evaluators conducting performance evaluations;
- Technical review and development of NGA sponsored training programs with corresponding roadmaps to provide more consistency in compliance with operator OQ programs;
- Technical review and development of recommendations to update NGA's Pipe Joining Program to remain current with industry standard joining practices;

#### Management and Communications:

- Manage all aspects of assigned projects including technical and administrative oversight, day-to-day guidance on project initiatives, budgetary and long-range project planning;
- Interact and communicate through verbal and written media at multiple management levels including subject-matter-expert teams, working groups, and NGA committees;
- Perform market and industry research for the purpose of gathering and providing necessary information to establish the business and technical justification for project initiatives;
- Communicate (verbally and written correspondence) with member companies, contractors, and other engineering/research professionals regarding project initiatives;
- Develop and deliver high level presentations and technical papers at NGA and other industry conferences and events;

## **EDUCATION & EXPERIENCE REQUIREMENTS**

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- Bachelor's Degree in engineering: Civil, Chemical, Mechanical, or Industrial majors preferred
- Minimum 3 years of experience in a natural gas utility engineering, operations and/or training environment
- Demonstrated technical writing skills
- Experience working on multiple projects at various stages of completion
- Experience working on projects that cross disciplines
- Experience working both individually and in a team-focused environment

## **KNOWLEDGE & SKILLS**

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- EIT or Licensed Professional Engineer preferred
- Demonstrated ability in a gas engineering discipline
- Working knowledge of Microsoft Office suite including Xcel, Word, Access, and Project Management software
- Meeting facilitation
- Project management (Project Management Professional-PMP certification a plus)
- Listening and comprehension
- Verbal communication at a technical and layperson level
- Presentation skills to subordinate, peer, and management audiences
- Ability to engage with executives, engineers, and researchers

## **PERSONAL ATTRIBUTES**

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- Hard working (roll-up-your-sleeves work ethic)
  - Self-motivated
  - Engaging
  - Results oriented
  - Creative; innovative
  - Flexible; adaptable; able to manage a variety of responsibilities
  - Agile; able to move quickly
  - Great presence and confidence
  - Effective relationship builder with a diverse range of stakeholders
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## **LOCATION**

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NGA offices in Needham, MA. Remote work options will be considered, dependent on the experience of the successful candidate.

## **TRAVEL**

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15-30% travel commitment to committee meetings and member locations as well as attendance at industry conferences and workshops.

## **COMPENSATION**

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A competitive total compensation and benefits package will be offered to the successful candidate that includes a base salary and performance bonus competitive with the marketplace. Specifics of a compensation package will be tailored to attract the most ideal candidate.

## **TO APPLY**

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Please send your resume to Eileen Sitte of NGA at:

[esitte@northeastgas.org](mailto:esitte@northeastgas.org)