

STAFF ENGINEER

POSITION SUMMARY

The staff engineer position is a new position at 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 heavy emphasis on training and qualification related activities. The staff engineer will lead 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 high 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 will be required to travel approximately 15% - 30% per year.

PRINCIPAL DUTIES & RESPONSIBILITIES

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 NGA Evaluators conducting performance evaluations;
- Technical review and development of NGA sponsored training programs with corresponding roadmaps;
- Technical review and development of recommendations to update NGA's Pipe Joining Program to remain current with industry standard joining practices;
- Perform market and industry research for the purpose of gathering and providing necessary information for technical and business justification for training and qualification initiatives.

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 as well as technical papers on projects at NGA and other industry conferences and events;

EDUCATION & EXPERIENCE REQUIREMENTS

- Bachelor 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 ability
- Experience working on multiple projects at various stages of completion
- Experience working on projects that cross disciplines
- Experience on working both individually and in a team-focused environment

KNOWLEDGE & SKILLS

- Minimum B.S. degree in an Engineering discipline
- EIT or Licensed Professional Engineer preferred
- Demonstrated ability in a gas engineering discipline
- Technical Writing
- Working knowledge of Microsoft Office suite including Xcel, Word, Access, and Project Manager software
- Meeting Facilitation
- Project Management
- Listening and Comprehension
- Verbal Communication at a Technical and Layman Level
- Presentation Skills to subordinate, peer, and management audiences
- Ability to engage with variety of outside executives, engineers and researchers

PERSONAL ATTRIBUTES

- Hard Working (roll-up-your-sleeves work ethic)
- Self-Motivated
- Engaging
- Results oriented
- Creative; innovative
- Flexible; adaptable; able to handle a variety of responsibilities
- Agile; able to move quickly
- Communicate clearly and effectively
- Great presence and confidence



- Effective relationship builder with a diverse range of stakeholders
- Strong presentation skills

LOCATION

NGA offices in Needham, MA.

TRAVEL

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

COMPENSATION

A competitive total compensation and benefits package is offered to the successful candidate that includes an excellent 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

Please send your resume by email to hr@northeastgas.org

or by fax to 781-455-6828;

or by regular mail to:

Human Resources Department

Northeast Gas Association

75 Second Avenue, Suite 510

Needham, Massachusetts 02494-2859

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