
Assignment Data

Title: Associate Field Engineer 1	Job Code:
Company:	FLSA Status: Exempt
Location Name:	Supervises: 0
Reports To: Leader, Field Engineering	Date: 10/2016
City:	Salary Range:
Function: ENG	State:
# Open Positions: 1	Relocation Benefits?: Yes

Purpose & Key Results

PURPOSE: To evaluate, design, and estimate natural gas distribution facilities for new business, public and system improvement, and maintenance projects according to company standards and other applicable guidelines and codes. Natural gas distribution facilities may consist of main lines, service lines, and measurement & regulation equipment. The Engineer will provide technical assistance and support for Construction and Field Operations staff involved in the construction, operation, and maintenance of distribution facilities. Collaborate and coordinate efforts with key stakeholders on large distribution projects.

KEY RESULTS:

- Ensure safe and reliable delivery of energy services at best cost
- Meet or exceed internal/external customer expectations
- Actual project costs are within 10% of estimated costs
- Safe/efficient high quality engineering designs that comply with policies, practices, standards, and applicable codes
- Productivity and performance results that meet or exceed expectations
- Timely delivery of all facility designs
- Consistent communication with key stakeholders and business partners
- Ensure post and pre winter operation system reviews are held

Essential Responsibilities

- Evaluate, design, and estimate natural gas distribution facilities
- Prepare permit applications and easement requests
- Prepare detailed drawings
- Compile capital work order / job order packets
- Prepare budget estimates
- Report on project variances
- Support Operations employees in emergency situations
- Review and process completion reports and “as-built” drawings
- Provide training and guidance to new personnel
- Act as liaison to state, county, and local government officials
- Conduct winter preparedness reviews
- Assist in contract bid documentation
- Maintain MAOP documentation

Does this job require hiring/firing decisions or make recommendations regarding hiring/firing?

Does this job require a high degree of independent judgment? If yes, provide examples. Yes

Will work independently on some projects with appropriate guidance and support given level in the Field Engineering job family. Has ability to approve projects up to a specific dollar amount.

Does this job devote more than 20% of time to non-management functions? Yes

Key Work Experiences/Education

Required for Selection:

- Bachelor's degree in engineering curriculum from an ABET accredited college or university.

Preferred for Selection:

- Master's degree in Business or Engineering
- Professional Engineering license
- PMP certification
- Knowledge of company and industry codes, rules, regulations, standards, policies, and procedures

Technical/Functional Competencies

Required for Selection:

- Demonstrated PC skills and software knowledge (e.g. Microsoft Office, AutoCAD)
- Demonstrated Synergi Gas proficiency including Company approved modules
- Proficiency with Microsoft Access and Excel
- Strong critical thinking and problem solving skills
- Strong communication and interpersonal skills
- Strong project management skills

Preferred for Selection:

- Previous gas distribution engineering experience
- Demonstrated knowledge of main and service line design, operation and maintenance
- Demonstrated knowledge of measurement and regulation design, operation and maintenance
- Demonstrated knowledge of cathodic protection principles and design, operation and maintenance
- Demonstrated knowledge of maps and records analysis and interpretation
- Demonstrated knowledge of uprate planning and execution
- Demonstrated knowledge of MAOP calculations and documentation
- Demonstrated knowledge of tie-in and bypass planning
- Demonstrated knowledge of accurate cost estimating
- Demonstrated knowledge of emergency support
- Awareness of capital budgeting and establishing investment priorities
- Demonstrated knowledge of materials/fittings and construction practices related to gas distribution
- Demonstrated knowledge of applicable codes and regulations
- Demonstrated knowledge of Company policies, procedures, and standards
- Demonstrated knowledge of Company systems and technical business applications (e.g. DIS, GASCalc, GIS, WMS)
- Awareness of gas supply design and issue resolution related to gas distribution

General/Transferable Competencies

Required for Selection:

- Coaching
 - Adaptability
 - Building Trust
 - Leading Through Vision & Values
 - Decision Making
 - Building Partnerships
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- Facilitating Change
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Assignment Data

Title: Associate Field Engineer 2	Job Code:
Company:	FLSA Status: Exempt
Location Name:	Supervises: 0
Reports To: Leader, Field Engineering	Date: 10/2016
City:	Salary Range:
Function: ENG	State:
# Open Positions: 1	Relocation Benefits?: Yes

Purpose & Key Results

PURPOSE: To evaluate, design, and estimate natural gas distribution facilities for new business, public and system improvement, and maintenance projects according to company standards and other applicable guidelines and codes. Natural gas distribution facilities may consist of main lines, service lines, and measurement & regulation equipment. The Engineer will provide technical assistance and support for Construction and Field Operations staff involved in the construction, operation, and maintenance of distribution facilities. Collaborate and coordinate efforts with key stakeholders on large distribution projects.

KEY RESULTS:

- Ensure safe and reliable delivery of energy services at best cost
- Meet or exceed internal/external customer expectations
- Actual project costs are within 10% of estimated costs
- Safe/efficient high quality engineering designs that comply with policies, practices, standards, and applicable codes
- Productivity and performance results that meet or exceed expectations
- Timely delivery of all facility designs
- Consistent communication with key stakeholders and business partners
- Ensure post and pre winter operation system reviews are held

Essential Responsibilities

- Evaluate, design, and estimate natural gas distribution facilities
- Prepare permit applications and easement requests
- Prepare detailed drawings
- Compile capital work order / job order packets
- Prepare budget estimates
- Report on project variances
- Support Operations employees in emergency situations
- Review and process completion reports and “as-built” drawings
- Provide training and guidance to new personnel
- Act as liaison to state, county, and local government officials
- Conduct winter preparedness reviews
- Assist in contract bid documentation
- Maintain MAOP documentation

Does this job require hiring/firing decisions or make recommendations regarding hiring/firing?

Does this job require a high degree of independent judgment? If yes, provide examples. Yes

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- Will work independently on some projects with appropriate guidance and support given level in the Field Engineering job family. Has ability to approve projects up to a specific dollar amount.

Does this job devote more than 20% of time to non-management functions? Yes

Key Work Experiences/Education

Required for Selection:

- Bachelor's degree in engineering curriculum from an accredited college or university.
- Complete training, development and advancement criteria required for the Associate Field Engineer 2 level.

Preferred for Selection:

- Master's degree in Business or Engineering
- Professional Engineering license
- PMP certification
- Knowledge of company and industry codes, rules, regulations, standards, policies, and procedures

Technical/Functional Competencies

Required for Selection:

- Demonstrated PC skills and software knowledge (e.g. Microsoft Office, AutoCAD)
- Demonstrated Synergi Gas proficiency including Company approved modules
- Proficiency with Microsoft Access and Excel
- Strong critical thinking and problem solving skills
- Strong communication and interpersonal skills
- Strong project management skills
- Demonstrated knowledge of main and service line design, operation and maintenance
- Demonstrated knowledge of measurement and regulation design, operation and maintenance
- Demonstrated knowledge of cathodic protection principles and design, operation and maintenance
- Demonstrated knowledge of maps and records analysis and interpretation
- Demonstrated knowledge of uprate planning and execution
- Demonstrated knowledge of MAOP calculations and documentation
- Demonstrated knowledge of tie-in and bypass planning
- Demonstrated knowledge of accurate cost estimating
- Demonstrated knowledge of emergency support
- Awareness of capital budgeting and establishing investment priorities
- Demonstrated knowledge of materials/fittings and construction practices related to gas distribution
- Demonstrated knowledge of applicable codes and regulations
- Demonstrated knowledge of Company policies, procedures, and standards
- Demonstrated knowledge of Company systems and technical business applications (e.g. DIS, GASCalc, GIS, WMS)
- Awareness of gas supply design and issue resolution related to gas distribution

Preferred for Selection:

- Previous gas distribution engineering experience

General/Transferable Competencies

Required for Selection:

- Coaching
 - Adaptability
 - Building Trust
 - Leading Through Vision & Values
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- Decision Making
 - Building Partnerships
 - Facilitating Change
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Assignment Data

Title: Leader Field Engineering

Job Code:

Company:

FLSA Status: Exempt

Location Name:

Supervises: ~8-15

Reports To: Manager Field Engineering

Date: 12/2018

Salary Range:

City:

State:

Function: ENG

Open Positions: 1

Relocation Benefits?: Yes

Purpose & Key Results

PURPOSE: Lead/Direct the Field Engineering activities for regional operating areas. Provide guidance, direction, and support to engineering staff and assist/coordinate activities with internal/external customers. Monitor/evaluate performance of engineering staff to ensure the completion of goals and department objectives. Assist in the development of the capital budget programs for their respective state. Ensure all projects are designed according to Company standards and other applicable guidelines and codes. Collaborate with Engineering peers, Field Operations, and other Support groups to ensure safe, reliable delivery of energy services at best cost.

KEY RESULTS:

- Ensure safe and reliable delivery of energy services at best cost.
- Meet or exceed internal/external customer expectations
- Attainment of budgetary/metric goals
- Safe/efficient high quality engineering designs that comply with policies, practices and standards
- Performance expectations for engineering staff that are linked with NiSource business goals
- Continued and progressive development of engineering staff
- Positive relationships with federal, state and municipal agencies
- Strategic long-range facility plans
- Timely delivery of cost effective facility designs
- Partnerships with Field Operations, Support Services, Sales, and Finance to ensure superior capital budget management

Essential Responsibilities

- Leads all regional engineering activities
- Coach, develop and evaluate engineering staff
- Assign and delegate projects and responsibilities to engineering staff
- Review engineering designs to ensure they comply with all policies, procedures, standards, federal, state and local codes, and long term system plans
- Coordinates and assists in developing long range system plans
- Leads seasonal system review meetings
- Ensures high level internal/external customer satisfaction
- Assists in developing and managing local and state capital programs
- Drives functional consistency, process standardization and operational excellence
- Fosters a sense of project ownership and accountability within the local engineering department
- Partners with Field Operations, Support Services, Sales, ESS, and Finance to meet strategic goals and objectives
- Promotes the use of technology, tools and planning techniques to improve process results
- Promotes safe working environment and public safety

Does this job require hiring/firing decisions or make recommendations regarding hiring/firing? Yes

Does this job require a high degree of independent judgment? If yes, provide examples. Yes

- Leader, coaches and supervises a team of engineers. Will works independently. Has ability to approve projects up to a specific dollar amount.

Does this job devote more than 20% of time to non-management functions? Yes

Key Work Experiences/Education

Required for Selection:

- Bachelor's degree in engineering curriculum from an ABET accredited college or university.
- Three years of experience in Engineering or Operations
- Demonstrated knowledge of gas utility engineering principles and system design.
- Demonstrated knowledge and experience with system operations, construction activities and emergency response.
- Ability to obtain Professional Engineering license

Preferred for Selection:

- Master's degree in Business or Engineering
- Professional Engineering license
- PMP certification
- Five years of experience in gas utility Engineering or Operations departments
- Experience leading people and projects

Technical/Functional Competencies

Required for Selection:

- Demonstrated proficiency with industry codes, rules, regulations, standards, policies, and procedures relative to gas utility engineering and operations
- Knowledge of policies and procedures relative to engineering and operations
- Knowledge of safety and compliance regulations
- Knowledge of utility infrastructures
- Familiarity with utility regulatory ratemaking and budgeting processes and systems
- Familiarity with common computer applications
- Skilled in the use of Word, Excel and AutoCad

Preferred for Selection:

- Demonstrated proficiency with NiSource company policies and procedures relative to engineering and operations
- Demonstrated proficiency with NiSource safety and compliance regulations
- Demonstrated proficiency with NiSource utility infrastructures
- Demonstrated proficiency in budget origination, management and forecasting
- Working knowledge of NiSource regulatory ratemaking and budgeting processes and systems

General/Transferable Competencies

Required for Selection:

- Strong communication and interpersonal skills
 - Coaching
 - Adaptability
 - Building Trust
 - Leading Through Vision & Values
 - Decision Making
 - Building Partnerships
 - Facilitating Change
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Job Post: 9/2015

Job Title: Construction Supervisor

Location: MA-Brockton

Responsibilities

Purpose: Manage the activities associated with construction and welders in accordance with all applicable requirements, ensuring safe, reliable service to customers in an efficient, economical manner. Coordinates with Engineering, field operations leadership and Scheduling Leaders to ensure cost-effective construction.

Key Results:

Safe/efficient high-quality construction work that complies with policies, practices, and standards

Competent well trained staff of construction inspectors (coordinators) and welders

All internal/external customer-responsive construction support

Complete construction projects which meet customer expectations and budget requirements

Strategic, effective counseling for "company vs. contract" scenarios

Relationships with external municipalities and local authorities

Timely and accurate invoice payments to contractor

Essential Responsibilities:

Lead a geographically dispersed workforce

Manages capital construction, improves capital spending efficiency and return on invested capital

Implements best practices while driving functional consistency, process standardization and operational excellence.

Supports a project management and planning culture

Promotes the necessary environment for effective internal customer satisfaction and collaboration.

Partners with Field Operations, New Business, and other technical operations functions to meet strategic goals and objectives.

Assures activities and processes are implemented to ensure the safe, reliable and cost effective delivery of service to customers.

Effective use of technology, tools and planning techniques to improve process results.

Fosters and promotes valued relationships with government entities, industry associates, company affiliates, and contractors

Ensures the occupational and personal development of direct reports

Promotes and assures safe working environment and public safety.

Executes construction services strategies.

Implement and Manage pipeline construction contracts

Works with Engineering on project design and job costing

Assure effective coordination scheduling and resource planning of construction jobs and welding resources in coordination IC schedulers and scheduling leaders.

Manages efficient, safe and quality construction of new contracted capital and O&M work.

Ensures timely and accurate invoice payments to contractor

Monitors appropriate contractor qualifications and certifications and ensures proper documentation

Assists in establishing and monitoring contractor performance metrics

Collaborates with peers to ensure that operating standards and construction practices comply with policies and procedures.

Design and manage strategic construction objectives.

General/Transferable Competencies:

Core Leadership Criteria:

Drive for Results

Champion Change

Rally Support

Coach Improvement

Work Collaboratively

Planning and Project Management

Additional Assignment - Specific Competencies:

Required for Selection:

Analyze and Solve Problems

Make Sound Decisions

Preferred for Selection:

Influencing and negotiating

Seasoned judgement

Manage Execution

Selection Criteria

Selection Criteria: Please respond to each of the Required and Preferred Criteria in a detailed fashion and provide specific examples that demonstrate how your skills, abilities, and work experience meet the position's requirements.

Required for Selection:

Minimum of five (5) years experience in underground utility construction

High School Diploma or equivalent

Demonstrated knowledge of gas operations including gas flow, construction, pipeline and/or paving contracts and emergency response

Knowledge of local, state, and federal operating codes

Strong knowledge of policies, procedures, and standards pertaining to construction

Valid Driver's License

Working knowledge of operations support systems, i.e. Work Management, Daily Progress Report, etc.

Proficiency with personal computers

Preferred for Selection:

Three (3) years leadership experience

Bachelor's degree in engineering or business related field

Experience working with pipeline contractors

Construction Inspection/Welding experience

Post: September 19, 2012

Remove: September 25, 2012

**COLUMBIA GAS OF MASSACHUSETTS – LAWRENCE
NOTICE OF JOB OPPORTUNITY – 5 POSITIONS
Job Opening: 910513**

Position: Construction Coordinator Grade: 10

Purpose: Supports the construction activities associated with construction replacement projects. Coordinates with customers, contractors, communications, vendors, construction leadership, welders, engineering, field operations and integration center to ensure customer focused safe and cost effective construction.

Key Results:

- Completed construction projects with well documented high-quality construction work that complies with policies, practices and standards
- Customer satisfaction that reflects a positive Company image
- Positive relationships with external municipalities and local authorities
- Timely and accurate record keeping related to billing, project scope changes, mapping and other field records

Responsibilities:

- Manages efficient, safe and quality construction of meter move-outs, house piping and service line replacement
- Observe contractor adherence to construction plan related to customer notification, permit changes, documented tie-in plans and documented test records and uprate plans
- Notifies governmental agencies, other utilities and customers of construction schedule
- Works across geographic boundaries whenever necessary
- Assists with reviewing and processing invoices for sub-contractors and vendors not paid through WMS
- Records construction practices used during installation (i.e. directional boring logs, sewer lateral inspections, customer service installation method, x-ray records, etc.)
- Monitors and orders, when necessary, materials needed and used on the job. Coordinates weekly job site deliveries from 3rd party vendor to contractor. Communicates delivery issues and monitors lost, damaged and excess materials
- Coordinates need for welder, tapping crew, directional bore crew, service technicians, etc. with the Integration Center
- Inspects restoration work to assure accuracy of billing, quality work and customer satisfaction
- Partners with engineers and engineering technicians to develop capital job order scope changes and cost estimate revisions. Assists in capital job order completion reports
- Effectively uses technology, tools and planning techniques to track and communicate project status
- Creates and maintains valued relationships with government entities, industry associates, company affiliates and contractors
- Promotes and assures a safe working environment and public safety
- Communicates concerns about contractor qualifications and certifications and ensures proper documentation
- Perform other related duties as assigned in accordance with Agreement.

Post: September 19, 2012

Remove: September 25, 2012

Selection Criteria: Please respond to each of the criteria in a detailed fashion and provide specific examples that demonstrate how your skills, abilities and work experience meet the position's requirements.

Requirements:

- Working knowledge of distribution operations policies and procedures, and applicable federal, state and local codes/regulations
- Working knowledge of metering/pipefitting operations policies and procedures and applicable federal, state and local codes/regulations
- Working knowledge of and experience using a computer
- Self-motivation and demonstrated ability to work with little direct supervision and make sound, independent decisions
- Demonstrated ability to plan, prioritize and organize, including attention to detail to generate accurate and timely daily-progress records and as-built project sketches
- Demonstrated ability to communicate clearly both writing and speech
- Demonstrated ability to collaborate across business unit boundaries (e.g. field operations, technical operations, Integration center), as well as build rapport with contractors and customers
- Prior experience in accurately interpreting construction drawings and operations maps
- High school diploma or equivalent
- Valid Driver's License
- Must be willing and able to accept shift, emergency response, emergency assignments and work overtime.
- Work in all types of weather conditions per collective bargaining agreement.

Preferred for Selection:

- Prior experience in natural gas construction operations
- Prior experience working on construction sites maintaining field records
- WMS experience in executing design capital job orders, progress reports and job inquiries
- Prior experience in overseeing the installation of pipelines as designed.
- Prior experience developing accurate tie-in plans.
- Construction inspection experience.
- Experience working with pipeline contractors

Schedule: Monday to Friday – 7:00 a.m. to 3:30 p.m.

Wage Progression: Eligible for increases to maximum job rate in accordance with the Labor Agreement.

Interested employees should complete job bid and return to

POST: June 27, 2012

REMOVE: July 3, 2012

Columbia Gas of Massachusetts - Lawrence
NOTICE OF JOB OPPORTUNITY
1 POSITION

DEPARTMENT: CONSTRUCTION

POSITION: CONSTRUCTION FOREMAN

WAGE GRADE: 10

DEFINITION:

Supervise and coordinate activities of workers and perform duties in cooperation with them to install, maintain and repair underground gas mains and systems' lines, and perform 3 to 12 inch pressure control fitting tie-ins to provide Company/customers with safe and efficient gas power, working in accordance with accepted practice and state regulations. Work from work orders, schedules, blueprints, written and/or verbal instructions of the Supervisor. Refer to work orders and schedules to plan for daily work. Check for proper operation of vehicle and equipment and insure adequate parts and supplies. Use backhoe or other appropriate equipment to dig up ground to level desired. Perform installation or repair of gas mains and services, pinpoint leaks, make repairs to contractor damages, and perform investigation and general maintenance on underground facilities and working tools, as well as calibration of CGI or gas testers. Work with vehicle, Mueller 3 to 12 inch equipment, backhoe, pneumatic equipment, tapping, cutting and related pipefitting tools in the performance of duties. Maintain necessary records. Move materials as necessary in the performance of duties or as directed. Detect and report improper operation, faulty, faulty equipment, defective materials, and unusual conditions to proper supervision. Maintain work area and equipment in a clean and orderly condition. Follow prescribed safety rules and regulations.

Perform other related duties as assigned in accordance with Agreement.

QUALIFICATIONS

- Must have the ability to perform the above duties in a safe and professional manner.
- Must have proven ability to lead a crew.
- Must be knowledgeable and competent in all phases of equipment used in the installation of gas mains and services.
- Must have three to five years experience in working with the installation of gas mains and services. Must have the ability to work with daily work orders, blueprints, and schedules to plan for daily work.
- Must retain an unrestricted Commercial Drivers License (or greater) and meet all qualifications for DOT.
- Must have hoisting license or obtain within 1 year of going into the position.
- Must be in good physical condition, regular in attendance, and maintain a good safety record.
- Must be willing and able to accept shift and emergency assignments and work overtime.
- Will be expected to work in inclement weather conditions as determined by supervisor.
- Must also be available for Distribution standby roster.

SCHEDULE: Applicant will work Monday through Friday, 7:00 a.m. – 3:30 p.m., with one-half hour for lunch. This schedule is subject to change for vacations, extended illness and/or in accordance with the agreement.

WAGE PROGRESSION: Eligible for increases to maximum job rate in accordance with the Labor Agreement.

Interested employees should apply to Kelly Esposito, Lawrence by July 3, 2012