Staff Engineer - (230008GR)

The staff engineer in the field of building design and construction has specialized knowledge in mechanical, electrical, and/or plumbing disciplines, and works on creating engineering project scopes and reviewing plans and documents for all disciplines of engineering. The engineer is also facile in the review of related electrical, mechanical, and/or plumbing documents for projects in new and/or renovation of existing public housing developments. The incumbent will report to the Supervising Engineer in the Bureau of Housing Development and Construction (BHDC) which is part of Executive Office of Housing and Livable Communities' Division of Public Housing.

The Bureau of Housing Development and Construction (BHDC) oversees the management, maintenance, and administrative programs related to capital projects at 242 Local Housing Authorities (LHAs) that own and operate approximately 46,500 state-aided public housing units for families, the elderly, and people with disabilities (building replacement value over $12 billion).

AGENCY MISSION:
The Executive Office of Housing and Livable Communities (EOHLC) is charged with creating more homes in Massachusetts and lowering housing costs for residents.

Formerly known as the Department of Housing and Community Development (DHCD), EOHLC works with municipalities, local housing authorities, non-profit organizations, and development partners to provide affordable housing options, financial assistance, and other support to Massachusetts communities.

DUTIES AND RESPONSIBILITIES (NOT ALL INCLUSIVE):

1) Leadership/Subject Matter Expertise:
   - Completes an engineering review (electrical, mechanical, and plumbing, etc.) of technical drawings and specifications for compliance with applicable code and EOHLC design requirements.
   - Advises the Construction Management Unit on technical merits of complex change order proposals and other contract amendments.
   - Provides recommendations for scope, budget, and schedule for LHA capital projects.
   - Guides LHAs in the preparation of five-year capital improvement plans (CIP5), including weighing priorities.
   - Reviews the CIP5 submitted by LHAs.
   - Prepares detailed in-house specifications for particular electrical engineering projects and for construction purposes.
   - Coordinates the engineering review with the Unit’s architectural review staff.

2) On-Site Reviews:
   - Conducts field investigations and provides technical assistance on housing related (electrical, mechanical, and plumbing, etc.) for EOHLC and local housing authorities.
   - Reviews proposed change orders during construction and conducts post-occupancy reviews to evaluate completed construction contracts and the effectiveness of consultant work products.
   - Completes timely reviews of LHA consultant designer work products to ensure compliance with BHDC guidelines and standards, program criteria, and MA State Building Code requirements and other statutory or regulatory requirements.
   - Conducts thorough reviews where non-compliance is evident and/or suspected and recommends appropriate action to assure that final contract documents meet all requirements.

3) Document Preparation:
   - Formulates scopes of services, cost estimates, fee recommendations, and schedules for design consultant procurement or reviews such work products by LHA consultants.
   - Recommends the electrical, mechanical, and plumbing components of proposed projects in the Capital Planning System (CPS), for the purposes of long-range capital improvement planning by Local Housing Authorities.
• Prepares specifications and documents for electrical, mechanical, and plumbing engineering projects that are minimal and general in scope.

4) Examples of Other Duties:
• Conducts feasibility and technical research studies and drafts and/or assists in the drafting of the BHDC Design and Construction Guidelines and Standards.
• Trains and/or assists in the training of designers working on behalf of LHAs in the use of such Guidelines and Standards and trains in BHDC design and bidding procedures and evaluates designer performance in this area.
• Participates in designer selection and designer performance evaluation process.
• Implements sustainability and resiliency strategies in capital project planning, scopes and reviews.

PREFERRED QUALIFICATIONS:
1. Registered Professional Engineer in mechanical or electrical engineering fields in Commonwealth of Massachusetts.
2. Bachelor’s degree or higher in electrical and/or mechanical engineering field is preferred.
3. Professional experience in design and construction administration and/or management in the discipline(s) of mechanical engineering and/or electrical engineering.
4. At least five years of experience in the profession, including extensive design, detailing, and cost estimating experience is preferred.
5. Knowledge and experience with high efficiency, renewable thermal, solar, and other sustainable technologies for buildings and sites.
6. Knowledge of engineering issues (mechanical, electrical, civil, etc.), materials, construction methods, building equipment, technical detailing of construction drawings, maintenance issues, and code requirements as they relate to housing modernization and construction.
7. Experience in management of the design and construction process, particularly in the public sector.
8. Knowledge of proactive capital planning issues including an ability to weigh priorities for capital improvement projects given limited funding, and proposing realistic scopes, budgets and schedules for the projects.
9. Ability to problem solve including analysis of issues, drawing conclusions, proposing appropriate recommendations.
10. Ability to write, communicate, and mentor in a concise and clear manner.
11. Ability to work independently or in a team setting and meet deadlines with minimal supervision.
12. Knowledge of inspection techniques followed in engineering (mechanical, electrical, plumbing), projects.
13. Knowledge of safety practices and procedures followed in engineering (mechanical, electrical, plumbing), projects.
14. Demonstrated intermediate level ability to use MS Word, Excel, Outlook, and PowerPoint, including but not limited to word processing, spreadsheets, emailing and calendars.
15. This position will require some travel throughout the Commonwealth. Those employees who elect to use a motor vehicle for travel must have a current and valid Massachusetts Class D Motor Vehicle Operator's license or the equivalent from another state.

COMMENTS:

Please upload resume and cover letter.

This position follows a hybrid model of reporting to work that combines in-office workdays and work from home days.

Salary placement is determined by years of experience and education directly related to the position and the Human Resources Division’s Recruiting Guidelines. In the case of a promotional opportunity, the salary provisions of the applicable collective bargaining agreement will apply to placement within the appropriate salary range.
Education, licensure and certifications will be verified in accordance with the Human Resources Division’s Hiring Guidelines. Education and license/certification information provided by the selected candidate(s) is subject to the Massachusetts Public Records Law and may be published on the Commonwealth’s website.

**QUALIFICATIONS:**
First consideration will be given to those applicants that apply within the first 14 days.

Minimum Entrance Requirements:

Applicants must have at least (A) five years of full-time, or equivalent part-time, technical or professional experience in civil engineering work in such areas as construction, survey, design, transportation, hydraulics, structural, sanitary, drafting, environmental, highway, architectural, airport, soils and materials of which (B) at least three years must have been in a professional capacity, and (C) of which at least one year must have been in a supervisory, managerial, or administrative capacity, or (D) any equivalent combination of the required experience and the substitutions below.

Substitutions

I. An Associate’s degree with a major in civil engineering** or civil engineering technology** may be substituted for a maximum of one year of the required (A) experience.*

II. A Bachelor’s degree with a major in civil engineering** or civil engineering technology**, may be substituted for a maximum of two years of the required (A) experience.*

III. A Graduate degree with a major in civil engineering** may be substituted for a maximum of three years of the required (A) experience and one year of the required (B) experience.*

**NOTE: The terms civil engineering and civil engineering technology include related engineering disciplines, such as construction, survey, hydraulics, design, transportation, structural, soils, sanitary, environmental, drafting, highway, architectural, mining, airport and materials.

*Education toward such a degree will be prorated on the basis of the proportion of the requirements actually completed.

NOTE: Educational substitutions will only be permitted for a maximum of one year of the required (B) experience. No substitutions will be permitted for the required (C) experience.

Special Requirements: Based on assignment, possession of a current and valid Massachusetts Motor Vehicle Operator's License may be required.

**Comprehensive Benefits:**
When you embark on a career with the Commonwealth, you are offered an outstanding suite of employee benefits that add to the overall value of your compensation package. We take pride in providing a work experience that supports you, your loved ones, and your future.

An Equal Opportunity / Affirmative Action Employer. Females, minorities, veterans, and persons with disabilities are strongly encouraged to apply.

The Commonwealth is an Equal Opportunity Employer and does not discriminate on the basis of race, religion, color, sex, gender identity or expression, sexual orientation, age, disability, national origin, veteran status, or any other basis covered by appropriate law. Research suggests that qualified women, Black, Indigenous, and Persons of Color (BIPOC) may self-select out of opportunities if they don't meet 100% of the job requirements. We encourage individuals who believe they have the skills necessary to thrive to apply for this role.
Official Title: Civil Engineer IV  
Functional Title: Staff Engineer  
Primary Location: United States-Massachusetts-Boston-100 Cambridge Street  
Job: Engineering  
Agency: Executive Office of Housing and Livable Communities  
Schedule: Full-time  
Shift: Day  
Job Posting: Jul 24, 2023, 11:47:28 AM  
Number of Openings: 1  
Salary: $76,026.34 - $111,913.62 Yearly  
Bargaining Unit: 09-MOSES - Engineers/Scientists  
Confidential: No  
Hybrid Work Eligible: Yes  

If you have Diversity, Affirmative Action or Equal Employment Opportunity questions or need a Reasonable Accommodation, please contact Diversity Officer / ADA Coordinator: Jessica Molina - 8572480160

HOW TO APPLY:  
Apply online at https://massanf.taleo.net/careersection/ex/jobdetail.ftl?job=230008GR