

Electrical Engineer IV (Temp 2 year with benefits) - (220005M3)

Official Title: Electrical Engineer IV

Functional Title: Electrical Engineer

Primary Location: United States-Massachusetts-Boston-100 Cambridge Street

Job: Engineering

Agency: Department of Housing & Community Development

Schedule: Full-time

Shift: Day

Job Posting: May 3, 2022, 9:14:39 AM

Number of Openings: 1

Salary: \$69,929.34 - \$102,938.94 Yearly

Bargaining Unit: 09-MOSES - Engineers/Scientists

Confidential: No

The Electrical Engineer is a new position within Department of Housing and Community Development (DHCDs) Public Housing Division. The Electrical Engineer has specialized knowledge in the electrical discipline to create electrical engineering project scopes, review plans and documents, and is also facile in the review of related mechanical, and/or plumbing documents for projects in new and/or renovation of existing public housing developments. The Engineer is also a subject-matter expert in Fire Alarms. The incumbent will report to the Supervising Engineer in the Bureau of Housing Development and Construction (BHDC) which is part of DHCDs' Public Housing Division.

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:

Department of Housing and Community Development (DHCD) is within Housing and Economic Development Secretariat and its work touches the lives of all Massachusetts residents. DHCD's mission is to strengthen cities, towns and neighborhoods to enhance the quality of life of Massachusetts residents by providing leadership, professional assistance and financial resources to promote safe, decent affordable housing opportunities, economic vitality of communities and sound municipal management.

DUTIES AND RESPONSIBILITIES (NOT ALL INCLUSIVE):

Leadership/Subject Matter Expertise:

- Completes an engineering review (electrical, with peripheral mechanical and plumbing, etc.) of technical drawings and specifications for compliance with applicable code and DHCD 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.

On-Site Reviews:

- Conducts field investigations and provides technical assistance on housing related (electrical, with peripheral mechanical and plumbing, etc.) for DHCD 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.

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 component 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 engineering projects that are minimal and general in scope.

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.

REQUIRED QUALIFICATION:

Registered Electrical Engineer in Commonwealth of Massachusetts.

PREFERRED QUALIFICATIONS:

1. Bachelor's degree or higher in electrical and/or mechanical, engineering field is preferred.
2. At least five years of experience in the profession, including extensive design, detailing, and cost estimating experience is preferred.
- 3.
4. Knowledge of electrical engineering issues and principles, particularly as it relates to fire alarm, on-site generator and electrical systems, materials, construction methods, building equipment, technical detailing of construction drawings, maintenance issues, and code requirements as they relate to housing modernization and construction.
5. Knowledge of mechanical and plumbing issues and principles as related to electrical requirements and fossil fuel switching methods.
6. Experience in management of the design and construction process, particularly in the public sector.
7. Knowledge and experience with high efficiency, renewable thermal, solar, and other sustainable technologies for buildings and sites.
8. Knowledge of inspection techniques followed in electrical engineering (peripheral mechanical, plumbing), projects.
9. Knowledge of safety practices and procedures followed in electrical engineering (peripheral mechanical, plumbing), projects.
10. Experience with the Americans with Disabilities Act, modular construction techniques, and lead paint abatement are desirable, but not required.
11. Proactive capital planning skills including an ability to weigh priorities for capital improvement projects given limited funding, proposing realistic scopes, budgets and schedules for each project.
12. Ability to problem solve including analysis of issues, drawing conclusions, and making recommendations.
13. Ability to write, communicate effectively, establish a rapport, deal tactfully with others, teach and mentor in a concise and clear manner.

14. Ability to work independently/remotely or in a team setting and meet deadlines with minimal supervision.
15. At least intermediate demonstrated ability to use Microsoft Word, Excel, Outlook, and PowerPoint, including but not limited to word processing, spreadsheets, email and calendars.
16. 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:

This is a 2-year temporary position with benefits. The end date may be extended based on availability of funding.

Please upload resume and cover letter.

This position is currently a telework position. In Spring 2022, this position would be expected to follow 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.

TOTAL COMPENSATION:

As an employee of the Commonwealth of Massachusetts, you are offered a great career opportunity influencing a wide-spectrum of services to the diverse populations we serve - but it's more than a paycheck. The State's total compensation package features an outstanding set of employee benefits which you should consider towards your overall compensation, including:

- 75% state paid a medical insurance premium
- Reasonable Dental and Vision Plans
- Flexible Spending Account and Dependent Care Assistance programs
- Low cost basic and optional life insurance
- Retirement Savings: State Employees' Pension and a Deferred Compensation 457(b) plan
- 12 paid holidays per year and competitive Sick, Vacation and Personal Time
- Tuition benefit for employee and spouse at state colleges and universities
- Short-Term Disability and Extended Illness program participation options
- Incentive-based Wellness Programs
- Professional Development and Continuing Education opportunities
- Qualified Employer for Public Service Student Loan Forgiveness Program

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 electrical engineering work 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 electrical engineering or electrical 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 electrical engineering may be substituted for a maximum of two years of the required (A) experience.*

III. A Graduate degree with a major in electrical engineering may be substituted for a maximum of three years of the required (A) experience and one year of the required (B) experience.* *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 Class D Motor Vehicle Operator's License.

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

If you have Diversity, Affirmative Action or Equal Employment Opportunity questions or need a Reasonable Accommodation, please contact Diversity Officer / ADA Coordinator: Marjie Lalli - 6175731100

Executive Order #595: As a condition of employment, successful applicants will be required to have received COVID-19 vaccination or an approved exemption as of their start date. Details relating to demonstrating compliance with this requirement will be provided to applicants selected for employment. Applicants who receive an offer of employment who can provide documentation that the vaccine is medically contraindicated or who object to vaccination due to a sincerely held religious belief may make a request for exemption.

HOW TO APPLY:

Apply online at <https://massanf.taleo.net/careersection/ex/jobdetail.ftl?job=220005M3>