

Electrical Engineer - (2400019H)

Executive Office of Housing and Livable Communities (EOHLC) is seeking an Electrical Engineer in the Division of Public Housing!

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.

OVERVIEW OF ROLE:

The Electrical Engineer provides technical assistance to Local Housing Authorities (LHAs) and their design consultants in preparing capital improvement plans, writing scopes of work, and generating construction documents for electrical, mechanical, and plumbing engineering capital projects at state-aided public housing developments. Reviews project designs and construction documents to ensure compliance with Agency guidelines and standards, Massachusetts State Building Code requirements, and other statutory or regulatory requirements. Provides construction cost estimating required for construction budget. May conduct more thorough reviews on projects where non-compliance is evident or suspected and, in such situation, recommends appropriate action to assure that construction documents meet all requirements. Reviews proposed change orders during project construction and conducts post-occupancy reviews to evaluate completed construction contracts and the effectiveness of consultant work products. Assists with creation and update of design and construction guidelines and standards, design review procedures, and other technical standards.

DUTIES AND RESPONSIBILITIES (NOT ALL INCLUSIVE):

1) Leadership/Subject Matter Expertise

- Advises LHAs in the preparation of five-year capital improvement plans (CIPs). Reviews the 240 CIPs submitted annually, making recommendations on project scopes, priorities, budgets, and schedules.
- Advises Construction Management Unit on technical merits of complex change order proposals and other contract amendments.
- Prepares scopes of services, cost estimates, fee proposals, and schedules for design consultant in the form of a Request for Services or Work Order or reviews such work products by LHA consultants. May participate in EOHLC Designer Selection Committee process and related designer performance evaluations.

2) On-Site and Other Reviews:

- Reviews technical drawings and specifications for compliance with applicable code and EOHLC design requirements.
- Coordinates the review with other EOHLC staff, including architects and project managers.
- Conducts field investigations and provides technical assistance on building engineering issues for LHAs, external consultants, and EOHLC Staff.

3) Document Preparation:

- Assists in the drafting of EOHLC Design and Construction Guidelines and Standards. Trains or assists in the training of design consultants in the application of Guidelines and Standards and on compliance with required design and bidding procedures. Evaluates consultants' performance in these areas.
- Prepares detailed in-house specifications for construction projects.
- Prepares generic template specifications for common project types.
- Prepares template projects with abbreviated scopes of work within the electronic Capital Planning System (CPS) which allows LHAs to do long-range capital improvement planning.

4) Training & Evaluating:

- Trains or assists in the training of design consultants in the application of Guidelines and Standards and on compliance with required design and bidding procedures.
- Evaluates consultants' performance in these areas.

5) Example of Other Duties:

- Carries out special technical studies as directed by Supervisor.

PREFERRED QUALIFICATIONS:

1. Registered Professional Engineer in electrical engineering in the Commonwealth of Massachusetts.
2. At least five years of experience in the electrical engineering profession, including extensive design, detailing, and cost estimating experience is preferred.
3. Professional experience in design and construction administration and/or management in the discipline(s) of electrical engineering is preferred.
4. Experienced in designing and reviewing of such projects as electric power systems and distribution, fire alarm systems, electric and fossil fuel heating/cooling systems, electrification, ventilation, plumbing systems, domestic water systems, piping, and pumping systems is preferred.
5. Knowledge of evolving engineering design principles, construction methods, commissioning and verification, equipment, technical detailing of construction drawings, maintenance issues, and changing code requirements as they relate to multi-family housing modernization, resiliency, and construction.
6. Experience in managing the design and construction process, particularly in the public sector.
7. Knowledge of proactive capital planning issues including an ability to weigh priorities for capital improvement projects given limited funding, and propose realistic scopes, budgets, and schedules for projects.
8. Strong problem-solving ability including analysis of issues, drawing conclusions, and proposing appropriate recommendations.
9. Ability to work independently and in a team setting and meet deadlines with minimal supervision.
10. Knowledge of HazMat issues in existing buildings; knowledge of safety practices and procedures followed in engineering (mechanical, electrical, plumbing) system construction and maintenance.

COMMENTS:

Please upload resume and cover letter.

This position would be expected to follow a hybrid model of reporting to work that combines in-office workdays and work from home days, as needed.

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 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.

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.

Want the specifics? [Explore our Employee Benefits and Rewards!](https://www.mass.gov/commonwealth-employee-benefits-and-rewards) at <https://www.mass.gov/commonwealth-employee-benefits-and-rewards>

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: Electrical Engineer IV

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: Feb 28, 2024, 12:42:35 PM

Number of Openings: 1

Salary: \$80,658.76 - \$118,732.64 Yearly

Bargaining Unit: 09-MOSES - Engineers/Scientists

Confidential: No

Potentially Eligible for a Hybrid Work Schedule: 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=2400019H>