



**Publication date: 30.03.2018**

**REFERENCE: 5090932500**

### ***Company***

Company: CNG Gas Engineering  
Department: Gas Engineering  
Job Title: Associate Analyst – QA/QC Engineering Records  
Job Location: East Hartford, CT  
Reports to: Supervisor – Gas Mapping and Records

### ***Business and Department***

CNG - East Hartford  
East Hartford,CT

### ***Description***

Job Overview:

This position will develop and maintain geospatial data for CNG's natural gas mapping system, update and organize completed and incomplete work order records and to maintain inventory of active work orders. Understand and interpret requests for information and execute appropriate analysis to fulfill requests. Apply information and other evidence to draw independent conclusions, and make recommendations that support company objectives and recommendations.

Key Responsibilities:

- Maintain records of active, completed and incomplete work orders.
- Provide reports of missing service and main records and information and corrected records for the companies mapping and digital record system.
- Updates GIS database, performing tasks such as editing and storing data, producing maps, reports, and presentations.
- Read, research, interpret and analyze gas service sketches, data, field notes, system records, and detailed reports in order to create accurate and up-to-date critical maps and records independently.
- Capture attributes data from as built records to be used in the gas system network model and work within the engineering department to ensure data is complete and accurate.
- Expand fundamental knowledge in own discipline and broaden skills; assist team members in expanding their knowledge and skills.
- Independently identify and solve a range of problems from simple to moderate complexity utilizing analytical tools or other approved methods; analyze possible solutions and assess each using standard practices and procedures.
- Apply team effectiveness skills; contribute to the achievement of team goals.
- Communicate with and/or negotiate with Engineering, Construction, Sales and Marketing and other company employees as necessary.



### *Requirements*

#### Education and Experience Requirements:

This position requires a bachelor's degree in Geography, Engineering, Computer Science and two years related work experience. Demonstrate experience in Arc GIS preferred. Must be able to work independently and demonstrate proficiency in analyzing and reviewing all maps and records documentation. Must be able to read and understand engineering and field as built drawings and work orders. Should have experience organizing paper and/or digital records and capturing attributed data. Must be able to perform data queries, extractions and analysis using company software such as SAP, ArcGIS, Access, Excel or other similar programs. Strong quantitative skills required along with a high attention to detail and accuracy in work products.

### *This opportunity will offer*

AVANGRID is an Equal Opportunity / Affirmative Action employer. AVANGRID shall abide by the requirements of 41 CFR 60-1.4(a), 60-300.5(a) and 60-741.5(a). These regulations prohibit discrimination against qualified individuals based on their status as protected veterans or individuals with disabilities, and prohibit discrimination against all individuals based on their race, color, religion, sex, sexual orientation, gender identity, or national origin. Moreover, these regulations require that covered prime contractors and subcontractors take affirmative action to employ and advance in employment individuals without regard to race, color, religion, sex, sexual orientation, gender identity, or national origin, protected veteran status or any other status protected by federal, state, or local law. The Company is committed to a policy in all of its employment practices of equal opportunity without regard to race, color, religion, sex, sexual orientation, gender identity, or national origin, disability, religion, marital status, veteran status, sexual orientation, or other protected status.

If you are an individual with a disability or a disabled veteran who is unable to use our online tool to search for or to apply to positions, you may request a reasonable accommodation by contacting our Human Resources department at 833-246-6347 or by emailing us at [careers@avangrid.com](mailto:careers@avangrid.com).