



**Position Title:** Chief Engineer

**Reports To:** Chief Executive Officer of Corning Holding Company

**FLSA Status:** Full-Time (Exempt)

**Date:** August 2023

**JOB SUMMARY:**

The Chief Engineer will oversee and manage large engineering and construction projects at our Leatherstocking Gas Company and Pike County Light & Power Company locations, not in the normal course of business.

**Supervisory Responsibilities:**

- Manages outside engineering contracts.

**Duties/Responsibilities:**

- Engineers all non-routine major construction projects at Corning Energy Company.
- Coordinates with business development and utility company leadership and performs evaluations on major projects.
- Oversee with local utility personnel and the construction of major projects.
- Generates capital budgets for non-routine major projects.
- Provides progress reports on all non-routine major projects.
- Generates financials /various reports on projects.

**KNOWLEDGE, SKILLS, AND ABILITIES:**

- The person in this position must have excellent gas engineering experience.
- The person in this position must have project management skills.
- The person in this position exhibits conscientiousness, dedication, self-discipline, and a sense of responsibility.
- The person in this position must have the ability to work independently, take initiative and prioritize multiple assignments with attention to detail and deadlines in a fast-paced environment.
- The person in this position must have the ability to establish effective relationships and work in a team environment to meet team and Corning Energy goals.
- The person in this position must have intermediate computer skills and the ability to learn Corning Energy software programs.



- The person in this position must have a thorough understanding of Corning Energy processes, procedures and policies.
- The person in this position is able to manage, coordinate and make decisions proactively and efficiently.
- This position requires the ability to exhibit poise, clarity, and self-control in stressful, ambiguous or emotionally demanding situations.
- Excellent written and verbal communication skills.
- Demonstrated analytical, problem-solving, statistical, and mathematical skills required.
- Must be familiar with budgeting and accounting concepts.
- Experience with gas utilities and knowledge of gas operations systems.
- Excellent verbal and written communication skills.
- Excellent ability to conceptualize long-term business goals and develop orderly processes to accomplish those goals.
- Thorough understanding of information technology and information technology systems.

**Education and Experience:**

- Bachelor's degree in mechanical, electrical or chemical engineering
- Experience in managing utility construction projects.
- Experience engineering utility construction project

**COMPETENCIES**

Ethical Conduct.  
Time Management.  
Organization Skills.  
Financial Management.  
Project Management.  
Personal Effectiveness/Credibility.

**WORK ENVIRONMENT**

This job operates in a professional office environment. This role routinely uses standard office equipment such as computers, phones, photocopiers, filing cabinets and fax machines.

**POSITION TYPE AND ANTICIPATED HOURS**

This is a full-time position. Days and hours of work are Monday through Friday, 8:00 a.m. to 5 p.m. Hours can vary based on the needs and schedule of the Corning Energy.

**TRAVEL REQUIREMENTS**

25% Travel requirements



## OTHER DUTIES

Please note this job description is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required of the employee for this job. Duties, responsibilities and activities may change at any time with or without notice. Other duties as assigned.

## AUTHORITY AND ACCOUNTABILITY:

**People:** None/Shared

**Operations:** This position is responsible for engineering and construction management of major, non-routine projects at Corning Energy.

**Budget:** This position has direct budgetary responsibilities

*Nothing in this job description restricts management's right to assign or reassign duties and responsibilities to this job at any time. All employees are employees "at will."*

\_\_\_\_\_  
Chief Executive Officer - CHC

\_\_\_\_\_  
Date

\_\_\_\_\_  
HR Manager

\_\_\_\_\_  
Date

Corning Energy Corporation is an Equal Opportunity Employer and does not discriminate based on race, color, sex, religion, national origin, age, disability, wages, or genetic information.

I accept the position as outlined above and have read and understand the above job description.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Witness

\_\_\_\_\_  
Date