



Utility Safety & Design, Inc.  
9 Executive Woods Ct.  
Belleville, IL 62226  
P: (618) 277-1520 F: (618) 277-1586  
www.usdi.us

## **NATURAL GAS COMPLIANCE and FIELD MANAGER**

### **JOB SUMMARY & ESSENTIAL FUNCTIONS**

USDI is seeking a Natural Gas Compliance and Field Manager to perform compliance activities and services for owners and operators of natural gas facilities. The job will encompass all aspects of field and office activities in our Belleville, IL Office. Work typically involves process checks or review of output by a co-worker or supervisor. These checks become less frequent as incumbent gains working knowledge, skills, abilities, and experience. The technician will be responsible for tasks including but not limited to:

- Manage compliance records and documentation for distribution and transmission pipeline operations
- Plans and manuals reviews, updates, and implementation
- Perform/Supervise tasks related to the installation, testing, & operation of natural gas facilities
- Manage processes and lead direct reports, subcontractors, and consultants to desired outcomes.
- Pipeline patrols and utility locating
- Management of One-Call Center locates and distribution of field personnel
- Interface with clients on a regular basis
- Understand, review, and comply with state and federal pipeline safety regulations
- Cathodic protection (CP) surveys and remedial action
- Leakage surveys and leak investigations utilizing standard industry equipment
- Odorization testing and reporting
- Inspections of mains and services
- Valve inspections and maintenance
- Regulator and relief valve installation, testing, and maintenance
- Maintain Operator Qualification (OQ) certification

- **MINIMUM QUALIFICATIONS**

- Natural Gas Experience Highly Preferred
- Associate's or Bachelor's Degree in Management, Engineering, or a technical discipline preferred
- Ability to prepare routine administrative tasks and timely submission of electronic reports
- Able to work independently and be self-motivated
- Able to work with minimal supervision or assistance from others
- Possess strong written and verbal communication skills

**UNIONVILLE, MO**  
28847 US HWY 136  
Unionville, MO 63565  
(660) 947-3316

**KIRKSVILLE, MO**  
210 N Elson St. Suite C  
Kirksville, MO 63501  
(660) 474-0079

**OLNEY, IL**  
1927 Miller Drive  
Olney, IL 62450  
(618) 392-5502

**WICHITA, KS**  
9540 W. Harry St.  
Wichita, KS 67209  
(316) 239-7313

**SHELBYVILLE, KY**  
1018 Mt. Vernon Dr.  
Shelbyville, KY 40065  
(502) 513-5127

**PRINCETON, MN**  
31481 125 1/2 ST NW  
Princeton, MN 55371  
(660) 474-0789

**PITTSBORO, IN**  
7421 N. Co Rd. 225 E.  
Pittsboro, IN 46167  
(317) 417-3374

- Physically prepared for hands on job tasks in all types of weather conditions
- Able to pass initial and continuous federally required Operator Qualification evaluations
- Willingness to travel, including overnight stays
- Experience with utility locating, GPS and/or GIS systems and software a plus
- Maintain a positive work atmosphere through effective interactions and communications with coworkers, management, and clients
- Maintain a safe environment for co-workers, clients, and the public through adherence to established safety standards and timely reporting of potential hazards
- Must possess a valid driver's license and a good driving record
- Able to pass a background and driving check, employment history, and drug screening

### **ABOUT USDI**

Utility Safety and Design, Inc. (USDI – [www.usdi.us](http://www.usdi.us)) provides professional engineering and design, consultation, construction, and operational services for owners and operators of natural gas facilities, including transmission operators, municipalities, master meter operators, and local distribution companies. Whatever your natural gas needs, USDI is your full-service partner. Since 1969 we've served more than 500 pipeline, master meter, municipal, and utility systems across the Midwest – some with a single service (such as leak surveys, cathodic protection surveys, regulator station inspections, and plan development and implementation), others as professional engineers, and still others as the operator of record. USDI provides full-spectrum natural gas solutions through 1) up-front consultation, 2) strategic engineering and design, 3) affordable construction services, and 4) total operational support.

### **BENEFITS**

USDI offers an excellent benefit package and compensation that will be commensurate with the level of experience, skills, and ability possessed by the candidate. USDI benefits include the following:

- Medical Insurance
- Dental Insurance
- Vision Insurance
- Life Insurance
- Short- and Long-Term Disability Coverage
- 401(k) Retirement Savings Plan
- Paid Time Off (PTO)

### **USDI OFFICE LOCATION**

Belleville, IL

### **SUBMIT RESUME TO**

Tyler Enloe, P.E.

[tyler@usdi.us](mailto:tyler@usdi.us)