

The Project Engineer provides administrative and technical services in the fields of scheduling, cost engineering, subcontract coordination, and general project administration. Along with Project Managers and Superintendents, Project Engineers have responsibilities in overall project oversight and may be assigned to a particular section, subcontractor, or other facet(s) of the project.

The successful candidate will fulfill the following list that is included, but not limited to:

**Position Duties/Responsibilities:**

- Assist in the development of project objectives by reviewing project proposals and plans.
- Analyze project specifications by studying product design, customer requirements, and performance standards.
- Collaborate with the Project Manager(s) in purchasing to include, identifying scope and take-offs.
- Monitor project progress by reviewing plan design, specifications, sequencing project elements and tracking schedule changes.
- Identify potential design improvements. Troubleshoot to resolve any problems.
- Support the development and updating of the project schedule and subcontractor detail schedules.
- Assist the Project Manager and Superintendent in the coordination of drawings.
- Prepares submittal shop drawings, customer revisions, field dimensions and construction drawings. Confirm submittal complies with plans/specs.

**Travel:**

Occasional travel to jobsite.