

JOB TITLE: Project Engineer I

JOB STATUS: Full-Time Salary

SALARY: \$70,000 - \$80,000

BENEFITS: 401(k), Health Insurance Reimbursement, PTO

EMPLOYER: Hannah Solar Government Services LLC

PLACE OF WORK: Fort Belvoir, VA

JOB SUMMARY: The Project Engineer will be stationed on the project site full-time. The Project Engineer will be expected to support project management with construction quality control, material procurement, daily log information collection, document management/control, and subcontractor relations.

EDUCATION:

- Bachelor's Degree in Engineering, Architecture or Construction Management

EXPERIENCE:

- 1-3 years of construction management related experience
- Construction management related internship experience in lieu of the above experience requirement will be considered
- Commercial trade experience in lieu of the above experience requirement will be considered
- Basic understanding of percentage of completion construction cost accounting
- Basic understanding of estimating software (HeavyBid, Trimble MEP, etc)
- Basic understanding of scheduling software (Primavera P6, Microsoft Project) and critical path method (CPM) scheduling.
- Advanced knowledge of Microsoft office suite
- Advanced knowledge of document management software (Adobe Acrobat, Bluebeam Revu)
- Basic understanding of project management software (Procore, RMS, etc)
- Ability to read, understand, and calculate material takeoffs from plans
- Ability to understand UFGS or similar specifications and compile submissions
- Effective soft skills, including but not limited to communication, organizational skills
- Effective technical writing and verbal English language communication skills

CERTIFICATES/LICENSES,

- Driver's license and clean driving record must be maintained as a condition of employment
- Passed the Fundamentals of Engineering Exam (FE)
- Willing to be OSHA 30 certified within 30 days of employment

CITIZENSHIP: Proof of United States Citizenship required. Must have and maintain a valid Real ID and US Passport in order to access federal projects.

SECURITY CLEARANCE: Must be able to pass a back-ground security check as required by the US Government to gain access to military and government facilities prior to employment. Must always maintain US Government security clearance requirements to maintain employment. This includes drug testing prior to employment and recurring drug testing during employment.

POSITION RESPONSIBILITIES AND DUTIES:

- Lead, facilitate, and document project update meetings
- Maintain electronic filing system via web-based software and windows based local server
- Facilitate daily data collection to maintain daily log via web-based project management software
- Assist with preparing and updating the CPM project schedule
- Assist with material takeoffs during bidding and preconstruction phase
- Compile subcontracts and purchase orders
- Evaluate and understand internal and subcontractor project submissions to submit to the general contractor

- Review time cards, subcontracts, and PO's and verify correct codes to submit to project manager for review
- Compile contract close out documents (installation reports, O&M manuals, as-builts, etc.)

CONTACT: No phone calls please. Email info@hsgs.solar