

## **PROJECT ENGINEER POSITION**

September 10, 2018

### **COMPANY**

McGrath & Associates, Inc.

### **JOB TITLE**

Construction Project Engineer

### **COMPANY DESCRIPTION**

Construction Manager  
General Contractor

### **JOB FUNCTION**

Project Engineer

### **JOB DESCRIPTION**

This Project Engineer will assist Project Managers, Project Superintendents, and/or Estimators with all project duties. Duties include, but are not limited to shop drawing review and processing, estimating, plan takeoff, subcontractor coordination, scheduling, project meeting documentation, review project financials, reporting of project cost, research project technical data, and field labor management will be required.

Much of this person's responsibility will be with projects for an established repeat client base. Additionally, the role of this Project Engineer is to understand and meet our customer's needs and requirements. Pleasant and fair interaction with the Owners and Subcontractors is a must.

Mandatory Substance Abuse testing per the St. Louis Construction Industry Substance Abuse Consortium is required.

### **EMPLOYMENT TYPE**

This is a full time position with the expectation of work hours to normally be 40 hours per week during the regular business day, although commonly the work day can be longer depending on the requirements of the client and the project. This position is considered a salary position and no overtime is paid unless special circumstances arise and then only on a case by case basis.

### **DESIRED SKILLS & EXPERTISE**

Self-starter the takes sincere pride in your work.

Have a stable work history with multiple references.

Maintain strong work and personal ethics.

Complete understanding of how to read and understand construction plans, specifications.

Develop long term working relationships with clients and subcontractors.

Scheduling abilities.

Solid communication skills.

Current OSHA 10 hour training minimum.

Proficient in Microsoft Office Suite and Scheduling software.