



JOB DESCRIPTION

SR. STRUCTURAL ENGINEER I – PROJECT MANAGER I



SENIOR STRUCTURAL ENGINEER I – PROJECT MANAGER I

The success of us as a team and as a company depends on the success of each of our team members. We realize that not all of what we can do as team members can be written in a job description, but this job description helps us describe the responsibilities and the expectations to make sure we are all aligned with the goals of the company.

Our Vision Is:

- To be a well-known employee-owned structural engineering firm with branches in the U.S.

Our Mission Is:

- Provide innovative, cost-effective engineering solutions with excellence in quality of service and client satisfaction.

Educational Requirements:

- B.S. Degree in Civil, Structural, or Architectural Engineering. A higher degree is desirable.

Certification Requirements:

- A valid California Registration as a Civil Engineer (PE) and Structural Engineer (SE).
- A valid California Driver's license.

Work Experience Requirements:

- A minimum of 5 years of structural engineering experience including seismic design of wood, masonry, steel, and concrete structures.

Non-Technical Skills Requirements:

- Communication skills to allow for effective and clear communication between staff members and client's representatives.
- Ability to work independently and identify problems and coordinate solution alternatives.
- Write clear and accurate reports and technical specifications.
- Read and understand construction specifications and drawings.
- Work requires travel to meetings, site visits, and inspections. This requires the possession of a valid driver's license within 30 days of employment.
- Work requires willingness to work a flexible schedule.
- Clear and legible handwriting.
- Communication skills to allow effective clear communication between other staff members within the office and with clients and their representatives.
- The individual is result oriented and not task oriented.
- Be a team player.

Knowledge And Skills Requirement:

- Knowledge of all building materials and stress analysis.
- Knowledge of applicable building codes.
- Availability to travel for meetings, site visits, and inspections for forensic projects. This requires the possession of a valid driver's license within 30 days of employment.

Computer Software:

The individual is expected to be proficient with and be able to independently model, troubleshoot, and perform structure analysis using the following software:

- RAM Structural System
- RAM Element
- RAM Concept
- RAM Connection
- ETABS
- SAFE
- RISA-3D AND RISA-2D
- ENERCALC
- CMD07
- Microsoft Word, Excel, and Power Point
- AutoCAD and Revit
- Others as applicable

Duties:

The Sr. Structural Engineer I/Project Manager I is expected to work under the supervision of a Principal Engineer. Typical duties include but are not limited to the following:

Supervise and take responsibility for all the projects assigned, including all work performed by project engineers, design engineers and CAD technicians assigned to the projects from the initial planning stages through final construction to make sure they are complete, accurate, within budget and in accordance with code, standard of the industry and office standards. Review the structural concept with the Principal Engineer at the beginning of the project and provide weekly progress reports. Clear all conceptual structural revisions to the structural system with the Principal Engineer prior to implementation. Allow in project planning and scheduling sufficient time for the Principal Engineer to check the project before it leaves the office. Check the work before it is turned over to the Principal Engineer. Be involved in daily activities of the project team to assess progress and prevent inefficiencies and to ensure project deadlines are met. These include:

- Project planning and scheduling.
- Schematic/conceptual structural layouts.
- Prepare/Review structural calculations.
- Prepare/Review structural drawings.
- Prepare/Review technical construction specifications.
- Meet with clients, architects, building department/government agencies.
- Services provided during the construction administration phase of the project.
- Project financial management to ensure all projects are completed on time and in accordance with establish budgets.
- Other duties as assigned.