

Project Engineer

Responsibilities

- Perform various duties as required by Project Managers to meet multiple projects objectives to achieve successful deliveries.
- Monitor contract implementation, quality of work and materials. Inspect task execution in accordance with the plans and specifications.
- Assist in measuring project performance to management plans and identifying potential changes or out-of-scope work.
- Assist in change control to scope, prepare estimates and negotiate new project scope.
- Assist in document control.
- Facilitate coordination of internal and external stakeholders to obtain and integrate input for monthly project performance analysis and reporting.
- Develop, execute, and maintain weekly and monthly project work plans for scope, budget, schedule, and safety objectives.
- Work with Project Controls group in data gathering, for forecasting, understanding and influencing time and cost outcomes, and identifying schedules and cost variances.
- Attend meetings and prepare minutes.
- Work in a team environment whereby team members are able to discuss relevant issues freely and where there is a strong emphasis on continuous improvement, questioning the value of every activity and creating better solutions.
- Self-start, seek out information, and time manage assignments based on objectives and deadlines.

Qualifications

Minimum Education and Experience Requirements:

- Bachelor's degree in Engineering, Construction Management, or related program.
- Minimum six (6) years of electrical transmission and distribution, and substation project experience in design, construction, or both.
- Professional License Preferred.

Knowledge Qualifications:

- Working knowledge of electrical transmission and distribution, and substation design and construction project requirements, activities and details, progression of work, and quality control.
- Working knowledge of project activity progress data and reporting.

Skill Qualifications:

- Proficient in obtaining, organizing, and reporting project progress input from stakeholders.
- Proficient in MS-Excel, MS-Word, MS-PowerPoint, and MS-SharePoint.
- Able to read, understand and obtain information from electrical design and construction documents.

- Able to evaluate project planned, actual, accrued and forecasted data for project progress reporting.
- Able to speak, read, and write in the English language.
- Able to plan, organize, and time manage work assignments to meet required objectives.

Work history with electric utilities is preferred.