



Sr. Project Engineer

Department: Engineering

Job Title: Sr. Project Engineer **JOB CODE:** Ex
Job Number: 02 **Reports To:** Engineering Manager

JOB PURPOSE: The purpose of this position is to lead the engineering team, providing guidance, oversight, constructive feedback, and advice to team members around projects, processes, research and procedures. Organize and provide engineering services activities associated with project origination and project execution successfully guiding the engineering services initiative from development into execution. Provide leadership and build team atmosphere and approach to daily activities.

PROCORP EXPECTATION OF EMPLOYEE

- Adheres to Procorp Policy and Procedures
- Acts as a role model within and outside the Procorp
- Performs duties as workload necessitates
- Maintains a positive and respectful attitude
- Communicates regularly with supervisor about Department issues
- Demonstrates flexible and efficient time management and ability to prioritize workload
- Consistently reports to work on time prepared to perform duties of the position
- Meets Department productivity standards

ESSENTIAL DUTIES AND RESPONSIBILITIES

- Provide advice and expertise to the sales team in the developmental stages of a project
- Review of all projects
- Assign projects and tasks to team members
- Coordinate activities within the department and with other departments
- Promote team environment among engineers as well as other departments
- Oversee work product and output of team members
- Work with management team and Chief Operating Officer to continually improve and update processes and procedures
- Provide technical expertise to the research and development area
- Manage the engineering team through regular, formal and informal feedback
- Provide QA/QC for all work product
- Provide project and process bids, costs and information for proposals
- Provide leadership to the engineering team and the organization
- Participate in strategic planning for the engineering team and the company as a whole
- Build an effective efficient team atmosphere where individuals are allowed to maximize the use of their talents for the benefit of the organization
- Maintain project quality and gross project profit margin (min 30%)
- Utilize and develop required use of integrated process manager and simulation software tools.
- Review customer source control drawings, specification control drawings and other applicable specifications to determine requirements and/or feasibility of the component.
- Perform all necessary calculations as required.
- Prepare preliminary design proposals.
- Interact with personnel to define and solve manufacturing/design issues and implement cost reduction ideas with regard to our products.
- Perform liaison function between Engineering for any related issues, problems or improvements.
- Participate in engineering and general design review as required.
- Refine and complete designs after design review meetings.
- Prepare proposal documentation.
- Prepare technical data such as qualification test procedures, acceptance test procedures, reports, component maintenance manuals, etc.
- Interact with customers on engineering design and any questions/problems they may have.
- Interact with vendors concerning parts they supply or propose to supply to company.
- Coordinate as required with internal groups including purchasing, accounting, and personnel.
- Perform duties as the acting Engineering Manager if requested and during the absence of the Engineering Manager.



- Management responsibility for resources, budget, schedule, and deliverables of assigned projects.
- Responsible for development and implementation of the project plan.
- Maintains Project Platform for all active projects.
- Responsible for completing QA/QC as required by project plan.
- Support Sales & Marketing program.
- Maintain Corporate Safety program.
- Support development of EPC Project Management System
- Travel to worksites required.
- Keep supervisor advised of work status, workload, problems, and progress as related to work assignments.

ADDITIONAL DUTIES AND RESPONSIBILITIES

- Accomplish all tasks as appropriate.
- Ability to write presentations and articles using original or innovative technology or style. Ability to make effective and persuasive arguments and presentations on controversial or complex topics to top management, public groups, and/or boards of directors. Ability to deal with nonverbal symbolism (formulas, scientific equations, graph, etc.) in its most difficult phase.
- Ability to deal with a variety of abstract and concrete variables.

QUALIFICATIONS

- **EXPERIENCE, EDUCATION and LICENSURE**
 - Experience in dealing with water, wastewater, municipalities, engineering and construction firms
 - Minimum of 8-10 years experience and are a licensed Professional Engineer
 - Knowledge of municipal wastewater treatment program
 - Cost recovery protocol
 - Operational protocol
 - Professional Engineering Registration desirable
 - Understanding of site conditions and impact on project
 - Project and Construction Management
 - Basic construction practices
 - Engineering experience encompassing pumping systems, piping, and control equipment
 - Ability to work well with regulatory staff
 - Proven ability to work within a dynamic team environment and ability to effectively lead in a team environment a must
 - Ability to travel to and maneuver around client work sites
 - Self starter, work well independently and solve problems
 - Demonstrate initiative, independent judgment, clear communication and discretion in performing duties and with client interaction.
 - Use of typical office equipment and machines
- **LANGUAGE SKILLS**
- **MATHEMATICAL SKILLS**
- **REASONING ABILITY**

WORK ENVIRONMENT

Work environment characteristics described here are representative of those that must be met by an employee to successfully perform the essential functions of this Job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is exposed to weather conditions prevalent at the time.

The noise level in the work environment is usually moderate.

Lifting of up to 50lbs