



Position: Project Engineer/Construction Layout

FLSA

Classification: Hourly

Reports to: Project Engineer Manager

Date: Revised 12/8/2022

JOB DESCRIPTION

The Project Engineer will perform construction layout/surveying on site for our concrete and excavation crews on a daily basis. Will also help coordinate and manage technical development of our building foundation and Civil/Site projects.

Duties/Responsibilities:

- Collaborates with our operations department to identify and troubleshoot problems.
- Collaborates with customer to achieve solutions.
- Provide layout of building corners and offsets for our crews.
- Must set a positive example in the areas of: Metcon's Core Values, Metcon's Mission & Vision and Metcon policies.
- Performs other duties as assigned.

Onsite

- Set up and use a robotic surveying instrument to provide the crews with the points on the ground they need. Includes things like driving stakes in the ground, drilling and driving nails in concrete.
- Measure and collect information from the jobsite into the surveying instrument tablet and export data back to the office.
- Effectively communicate with project foreman and our customer.

Office

- Organizing, sharing, uploading drawings and files.
- Asking questions via email and verbally, and documenting responses.
- Produce drawings and sketches in AutoCAD in order to Communicate/clarify design intent.
- Willingness to learn AutoCAD and other design software.

Required Skills/Abilities:

- Excellent verbal and written communication skills.
- Excellent organizational skills and attention to detail.
- Excellent time management skills with a proven ability to meet deadlines.
- Strong analytical and problem-solving skills.
- Demonstrate flexibility and is adaptable to on going change.
- Basic knowledge and interest in technology, computers, math, and numbers.
- Measurements – lengths and elevations - both feet and inches, and decimal feet.
- Ability to multitask and follow multistep instructions.
- Basic skills in Microsoft Office Suite or similar software.
- Basic knowledge of or interest in learning AutoCAD.
- Basic knowledge of operating power tools a plus.

"Building a motivated culture where we can achieve more together."



Education and Experience:

- Valid driver license with clean record must be insurable

Physical Requirements:

- Work is hybrid with it being primarily outdoors and in all types of weather conditions/environments
- Prolonged periods sitting for travel to job sites
- Must be able to lift up to 15 pounds at times as a sledgehammer is utilized frequently.

Work Environment:

- Constant and proper use of personal protective equipment is required.

Other duties

Please note this job description is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required of the employee for this job. Duties, responsibilities, and activities may change at any time with or without notice.

Signatures

This job description has been approved by:

Manager _____ Date _____

HR _____ Date _____

Employee signature below indicates the employee's understanding of the requirements, essential functions, and duties of the position.

Employee _____ Date _____

We are an equal opportunity employe