



## PROJECT ENGINEER I

**Department:** Engineering

**Type of Employment:** Exempt, Full-Time

### **POSITION SUMMARY**

Perform a variety of design/drafting activities including preparing/updating drawings and designs for a variety of civil and geotechnical projects. Perform calculations and read technical reports and analyze data for design. Utilize existing knowledge while gaining additional experience and training on the job.

### **EDUCATION & EXPERIENCE REQUIREMENTS**

- Bachelor's degree in engineering or related field
- Experience in retaining walls or other earth retention solutions for residential and/or commercial construction projects. (PREFERRED)
- Experience using design software from:
  - AutoCAD 2D, REA, ReSSA+, MSEW, SlopeW, and hand calculations.
- Familiarity with Microsoft Excel

### **KEY RESPONSIBILITIES**

- Understands basic engineering principles including hand calculations for MSE and block gravity walls.
- Be able to read and comprehend construction plans from civil, structural, and architects.
- Run calculations for Civil Engineering Technicians I and II.
- Execute geotechnical project assignments including, field exploration and laboratory services, engineering analysis and report preparation
- Assist with project management and maintain communication with clients
- Understands typical construction costs for estimating purposes and be able to identify high-cost construction activities to request potential Value Engineering (VE) options.
- Responsible for planning, scheduling, and coordinating geotechnical specific work for projects varying in size and complexity.
- Preparing proposals and reports to support existing clients and working with Business Development to provide data for RFQs/RFPs.
- Ability to master basic job skills as defined.
- Demonstrate a growth mindset and willingness to see challenges as an opportunity to learn and improve.
- Ability to manage workload and have successful time management skills.
- Hold self and other employees accountable in work and relationships
- Maintain a safe and healthy work environment



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### **PHYSICAL DEMANDS**

- Must be able to concentrate for extended periods of time paying close attention to detail.
- Ability to lift, move, push and pull 50 pounds occasionally. Additional requirements may be needed for specific sites/projects
- Ability to kneel and squat occasionally
- Ability to walk and stand for long periods of time
- Ability to work outdoors in adverse weather conditions
- Ability to climb occasionally
- Specific vision abilities required by this job include close vision, distance vision, color vision and the ability to adjust focus.

### **WORK ENVIRONMENT**

- This position is located in Burnsville, MN
- Most of your time will be spent working at the office location with job site inspections and overseeing construction activities as needed.
- Working remotely may be periodically available once proper training and evaluation are completed. This is at the sole discretion of the company on an individual basis.

### **BENEFITS**

- 401k
- 401k matching
- Health/Dental plan available
- Health Savings Account
- Life Insurance
- STD & LTD
- Paid time off
- Parental Leave

We are proud to have a team atmosphere dedicated to open communication and collaboration. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, national origin, disability, protected veteran status, or any other characteristic protected by law. In compliance with federal law, all persons hired will be required to verify identity and eligibility to work in the United States and to complete the required employment eligibility verification documentation from upon hire.

If you meet the above qualifications, we'd love to hear from you. Please apply today by sending your resume to [info@geowalldesigns.com](mailto:info@geowalldesigns.com).



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### ACKNOWLEDGMENT BY EMPLOYEE

I acknowledge that I received and have read the job description and responsibilities for the position of Project Engineer-I provided to me by GeoWall Designs.

I understand that I will be expected to fulfill the responsibilities of the job role as defined above starting on the effective date listed below:

\_\_\_\_\_  
Job Role Effective Date

#### Reason for Job Change

- New Hire
- Promotion
- Update to job role
- Other \_\_\_\_\_

\_\_\_\_\_  
Employee's Name in Print

\_\_\_\_\_  
Employee's Signature

\_\_\_\_\_  
Date Signed by Employee

\_\_\_\_\_  
Supervisor's Name in Print

\_\_\_\_\_  
Supervisor's Signature

\_\_\_\_\_  
Date Signed by Supervisor