Title: Engineer I

Essential Function

Utilizes prescribed methods to perform specific and limited portions of a broader engineering project which requires the application of standard and routine engineering techniques, procedures, and disciplines.

Characteristic Duties

Utilizes basic understanding engineering fundamentals to perform less complex project assignments;
Applies and develops technical skills related to basic engineering techniques, procedures, tools, etc.;
Assists in the review of design documents for compliance with building codes, ADA, and OHSA standards;
Assists in the preparation, development, monitoring and maintaining project schedules and resources for capital and renovation projects;
Assists in the field supervision and monitoring of the contractors work the field;
Gathers data;
Generates basic reports, charts, and graphs;
Assists with the successful completion of assigned tasks;
Serves as developing engineer.

Minimum Qualifications

Bachelor’s degree in specific discipline, i.e., (Construction Management, Civil Engineer, Geodetic, and Architecture). Designer positions will require the specific discipline, i.e., (Mechanical, HVAC, and Electrical) with three (3) years related experience. Equivalent combination of education and experience may be required. Registration as a professional engineer required for design positions to stamp drawings and/or the ability to become registered within two years.

Knowledge/Experience

Possesses a comprehensive knowledge of professional engineering concepts, principles, practices, and procedures, typically acquired through education and progressive experience; knows how to develop and write basic specifications; possesses computer knowledge. To progress to the next level: Demonstrates increasing independence and decreasing...
need for work direction to succeed in an ever widening range of project assignments; understands advanced engineering principles; successfully accomplishes assigned projects.

**Communication:**

Answers standard questions and knows when to direct others for further advice; gives and receives technical information; effectively communicates through written correspondence.

**Interaction with Others**

Responsible for the timeliness and quality of own work assignments and participates with work team; no formal supervisory or work guidance responsibility; leads by example.

**Work Complexity**

Works under guidance of a more experienced professional; meets assigned deadlines.

**Guidance & Supervision Received**

Performs work under direct supervision and from detailed and written instructions; preforms work as directed by supervisor or higher level engineers; turns to supervisor and higher level engineer for technical guidance.