

MORTON & PITALO, INC. - JOB DESCRIPTION

ASSISTANT WATER RESOURCE ENGINEER

SUMMARY:

The Associate Water Resources Engineer assists in planning, designing, and directing civil engineering projects by performing the following duties.

ESSENTIAL DUTIES AND RESPONSIBILITIES

- Familiar with Hydrologic and Hydraulic modeling software (i.e. HEC-RAS, HEC-HMS, Flo-2D, HY-8, SacCalc, and Bentley WaterCAD).
- Assists in client contact and communication pertaining to specific and attends client meetings
- Assist in the development of probable construction cost estimates for his/her projects within the department
- Assists in the preparation of engineering agreements for his/her projects within the department.
- Prepares construction drawings, specifications, cost, and quantity estimates.
- May instruct draftspersons/technicians to reduce designs to working drawings
- Performs conceptual and detailed design calculations and analyses.
- Prepares detailed engineering reports and supporting documents.
- Performs occasional drafting
- Visits construction site to monitor progress and other duties per the contract documents.
- Ability to evaluate alternatives, resolve technical issues and interface with other engineering disciplines.
- Strong oral and written communication skills.
- Other duties may be assigned as necessary to meet business requirements.

QUALIFICATION REQUIREMENTS:

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform essential functions.

EDUCATION and/or EXPERIENCE:

Bachelor's degree in engineering from an accredited four-year college or university and a minimum of (2) two years experience.

LANGUAGE SKILLS:

Ability to read, analyze, and interpret general business periodicals, professional journals, technical procedures, or governmental regulations. Ability to write reports, business correspondence, and procedure manuals. Ability to effectively present information and respond to questions from groups of managers, clients, customers, and the general public.

MATHEMATICAL SKILLS:

Ability to apply concepts such as fractions, percentages, ratios, and proportions to practical situations. Ability to apply concepts of basic algebra, geometry, trigonometry and financial functions.

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CERTIFICATES, LICENSES, REGISTRATIONS:

Preferred: EIT Civil Engineering
Required: Valid drivers license