

Civil Engineer

Tracking Code

222-612

Job Description

Borton-Lawson is seeking a Civil Engineer to perform engineering and project management work relating to the design and construction of land planning and design projects. These include municipal (including MS4 and wastewater coordination), private land development and flood protection clients. Determine the scope of the work involved and plan, conduct, and supervise the engineering work of the project team. Provide civil engineering expertise, which may involve the adaptation and modification of standard techniques, procedures, and criteria.

Essential Duties and Responsibilities:

- Develop the project plan including project scope of work and WBS (Work Breakdown Structure) for municipal and land development projects.
- Prepare proposals and lead proposal efforts in response to RFP's (Request for Proposals).
- Monitor project plan throughout all phases of project ensuring project schedules and budgets are consistent. Prepare, review and analyze project status making adjustments with resources, costs, project plans and schedules etc., as required to meet the project needs.
- Attend client meetings and communicate concerns and changes with the client in order to ensure a positive relationship and growth opportunities.
- Perform, lead and monitor design functions land development related projects including: feasibility analysis, site layout, grading, drainage, stormwater management, erosion & sedimentation, utility infrastructure routing and design or other related tasks.
- Provide solutions to complex drainage and stormwater management issues. Complete moderate to complex drainage and stormwater designs.
- Prepare technical reports and correspondence for project designs and studies.
- Perform construction services including: shop drawing reviews, cost estimating, site visits, construction field change reviews, change order processing, and application payment.
- Supervise, coordinate, and review the work of design team consisting of Engineers, Designers, and Drafters.
- Ensure quality on all work that is performed by self and team. Leads work with other project team members in applying standard drawings and electronic file procedures to ensure consistency in applications of standards.
- Prepare proposals and budgets for multi discipline projects utilizing sub-consultants as necessary and in house services.

Required Experience

- Bachelor's in Civil Engineering.
- Minimum five years experience in land development discipline
- Experience in completing drainage and stormwater management design meeting Pennsylvania Clean Streams Law, Pennsylvania Act 167, Federal Clean Water Act, and PA Chapters 92, 93, 102, 105 and 111;
- Experience in completing Erosion & Sedimentation Pollution Control Plans meeting Pennsylvania Clean Stream Law and PA Chapter 102
- Experience with AutoCAD Civil 3D
- Experience in writing technical reports
- Pennsylvania Professional Engineering licensure is required

Job Location

Bethlehem, Pennsylvania, United States

Position Type

Full-Time/Regular