

# Mechanical Engineer

Report to: Vice President of Engineering



## Job Summary:

Provide services in Mechanical engineering in a manner using independent judgment and action. The mechanical engineer will be responsible for the entire project cycle to include proposal phase, conceptual/schematic design, design development, construction documentation, construction administration and project completion. Develop, set, and maintain project schedules as required.

## Primary Responsibilities:

- Create and meet project schedules.
- If others create the project schedule for the engineer, he or she must
  - Meet that schedule, or,
  - Communicate any perceived difficulties with meeting the schedule in a timely fashion so that said schedule can be negotiated to meet customer requirements.
- Project Engineer Assignment:
  - Exercise independent judgment to develop system designs that meet customer objectives
  - Manage project issues, budgets, and schedules
  - Complete Project Closeout Analysis within 3 months of substantial completion
- When assigned a task by others, the engineer is responsible to make sure all objectives, schedules, and reporting requirements are clarified so that no task is neglected.
- Prepare engineering analysis of projects to include: capacity design, capacity calculations, physical and electrical configurations, life cycle costs and equipment selection.
- Prepare and interpret blueprints, schematic drawings, layouts, and other visual aids.
- Prepare technical construction specifications.

- Perform Electrical engineering duties surrounding the following: electrical devices and components related to building and/or computer facility power distribution; alarm systems and lighting systems; power distribution system design with special attention to levels of maintainability and fault tolerance; control and monitoring system design as related to the electrical infrastructure of a particular project.
- Have the ability to present and discuss various aspects of a project to clients and coworkers.
- Meet with the general public and/or facilities personnel, landowners, and/or other interest groups concerning zoning, building projects, and engineering regulations, standards, or policies.
- Meet with clients to present design proposals, budgeting options, and collaborate directly with clients and customers.
- Manage construction document production process including the ability to create and modify documents using AutoCAD and Microsoft Office products.
- Coordinate all pertinent activities with the related design and construction teams.

## **Knowledge and Skill Requirements:**

- Knowledge of applicable federal, state and local building codes and safety laws. Work requires advanced math skills, spatial relationship abilities, and the ability to understand “abstract” principles behind math and physics.
- A 4-year degree in engineering is required. Having passed the FE/EIT and/or having a PE is a plus. Requires existing or eventual registration as a Professional Engineer.
- Work requires travel to meetings, site visits, and inspections. This requires the possession of a valid state driver’s license.
- Work requires willingness to work a flexible schedule and weeks that can exceed 40 hours depending on the existing work load and customer requirements.
- Self-motivation.

## **Working Conditions:**

Working conditions are typically normal for an office environment 90% of the time. 10% of the time work will require evening or weekend work, per the client’s requirements. Work can require travel.