

Project Engineer

Position Title: Project Engineer

Osborn Consulting, Inc. (OCI) is one of Washington's Best Workplaces and a full-service civil engineering firm that focuses on water resources, utilities, and environmental services, including engineering, modeling, and analysis for transportation, development, restoration, and mitigation projects. We supply a full range of services to a broad cross section of clients, including government agencies, tribal districts, neighborhood groups, and developers.

We are looking to add a full-time **Project Engineer** to our team. Candidates must be willing to work from our main Bellevue office initially and report to the Bellevue office periodically as needed. This position is an excellent career opportunity for the right individual who desires to make an impact in a privately-held, small business. At OCI, we believe our success stems from each and every individual employee.

The successful candidate must be well-organized, thorough, and trustworthy, with excellent verbal and writing skills, and the ability to multi-task. Following are general responsibilities for the position:

Responsibilities:

- Prepare and review technical memoranda, reports, drawings, specifications, and miscellaneous contract documents and deliverables.
- Provide quality engineering reports, calculations, basic illustrations and design drawings.
- Conduct site visits including construction oversight and inspections.
- Provide design solutions for projects within budget and time schedules, ensuring compliance to applicable codes, accepted engineering practices, and client and OCI standards.
- Develop plans, specifications, and engineer estimates.
- Provides Deputy Project Management support and task management on projects.
- Responsible for working with field and GIS staff to compile existing condition to support design progression.
- Provide support to the Project Manager for the coordination and development of all project deliverables, including reports, presentations, databases, etc. and ensuring they meet all project requirements.
- QA/QC of work by others to ensure completeness and accuracy of team deliverables.

Minimum Requirements:

- Bachelor's degree in Civil Engineering or related field required.
- Hold a Washington P.E. registration or be able to obtain within six months.
- 5-10 years of experience in design, planning, and implementation of civil design projects with project management experience preferred.
- Experience designing Washington state Municipal public works projects including design of sewer and storm drain hydraulics and hydrology and other public works facilities and infrastructure projects.
- Principles and practices of project design and design development through the use of computer aided design software; AutoCAD Civil3D, MGSFlood, WWHM, MicroStation, INRoads, SWMM, HEC-RAS, etc.

- Thorough knowledge and understanding of state and local stormwater, wastewater, and/or surface water industry rules and regulations.
- Proficient and qualified to review the work of other professionals and perform milestone QA/QC reviews.
- Experience working in large multidisciplinary design teams and performing interdisciplinary plan reviews and coordination.
- PS&E Development.
- Solid track record of developing and maintaining client relationships.
- Strong communication skills for coordination with clients and team members
- An energetic individual with high ethical standards and an appropriate professional image.
- Active participation in industry organizations such as APWA, WTS, ACEC, ASCE, etc.

Key Competencies:

- Outstanding interpersonal skills and the ability to work independently and in a team.
- Supervisory Experience – Ability to manage a group of engineers to fulfill project requirements while managing other project elements such as client requests, budget, schedule, etc.
- Attention to Detail - Thorough and quality-oriented with the ability to develop high quality work product within required deadlines and with limited oversight.
- Personal Responsibility - Self-starter, willing to interact as part of a team, and take independent initiative. Works proactively in solving problems; makes self available and takes action beyond normal responsibilities.
- Professionalism - High degree of integrity, reliability, diplomacy, and flexibility.
- Effective Communication - Clearly conveys information; excellent oral and written communication skills (composition, proofreading, and spelling).
- Analytical Skills - Ability to problem-solve by conducting independent research and follow through to identify and track down missing information; and to critically think through a problem from different vantage points and reach appropriate conclusions.
- Energy and Enthusiasm - Consistently maintains high levels of activity and productivity.

OCI offers competitive pay, medical and dental insurance for the employee, 401K plan with company matching, vacation/sick/holiday pay, fully subsidized “Good to Go” pass, and profit sharing. We are conveniently located in downtown Bellevue, six blocks north of the Bellevue Library. Work Hours are generally Monday through Friday, 8AM to 5PM.

If you are interested in this position, please email your **cover letter** and **resume** to info@osbornconsulting.com. Please include in your cover letter a thoughtful explanation of why you think you are a good candidate for this position. **Responses without a cover letter will NOT be considered.**

No calls, please. We will contact you if we desire to arrange an interview with you. Thank you.