
INTRODUCTION

Based in Eugene, Oregon, **Systems West Engineers** is an MEP engineering consulting firm. We are seeking a **Mechanical Engineer Project Manager** to be responsible for managing and performing the study, design, and/or construction administration of multi-disciplined engineering projects for commercial, institutional, and industrial facilities. As a member of the SWE design team, you will complete work for clients in the public sector, higher education institutions, K-12 school districts, healthcare campuses, and commercial facilities.

This is a full time, salaried position. Salary DOE.

ESSENTIAL JOB RESPONSIBILITIES

The right candidate will be able to complete the following tasks:

- Mechanical Engineering
 - Direct projects that may include master planning, existing facility evaluations, feasibility studies, design, cost estimating, and similar technical functions.
 - Identify design concepts and provide technical direction for the design of mechanical systems with a focus on energy efficiency and sustainability.
 - Prepare reports, plans, and specifications for assigned projects in compliance with applicable codes, accepted engineering practices, and owner's project requirements.
 - Provide construction administration services.
 - Support the development of company standards.
- Project Management
 - Plan, schedule, and coordinate the technical and management aspects of projects.
 - Establish project budgets and schedule; monitor staff productivity.
 - Direct and coordinate project staff.
 - Provide oversight for construction administration and discipline coordination.
 - Manage project backlog forecast.
 - Review and approve client billings.
- Contracting & Marketing/Client Management
 - Prepare project fee proposals and negotiate fees with clients.
 - Maintain regular contact with assigned clients.
 - Assist with proposal production.

BASIC QUALIFICATIONS

- This position typically requires a Bachelor of Science degree in Mechanical Engineering and over 6 years of experience in consulting engineering. Should have experience working with:
 - A variety of facility types (e.g., K-12 schools, higher education, government office buildings, laboratories, medical facilities, data/communication centers, sports facilities, aquatic centers, central plants)
 - Design and implementation of sustainable construction practices
 - Working with multi-discipline projects
 - Management of a project team



- Professional registration in the state of Oregon is required.
- LEED accreditation is desirable.
- Computer skills include management-level knowledge of AutoCAD and Revit, the MS Office suite, and Adobe Acrobat.

ADDITIONAL QUALIFICATIONS

This position is for a small firm, where good team work and interpersonal relationships are essential. We are looking for someone to join our team who has:

- A demonstrated ability to prioritize and handle multiple tasks.
- Attention to detail and a high level of accuracy in preparing and entering information.
- Excellent interpersonal skills.
- Effective organizational and written skills.
- The ability to be a self-starter.

COMPENSATION

We offer a comprehensive benefit package including health, dental, vision, life insurance, and retirement plan.

Please visit www.systemswestengineers.com to learn more about our firm.