SYSTEMS WEST ENGINEERS
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POSITION: Mechanical Project Engineer

DEPARTMENT: Mechanical Engineering

REPORTS TO: Mechanical Department Head

CLASSIFICATION: Full Time, Exempt

SUMMARY: Responsible for managing and performing the study, design, and/or construction administration of mechanical engineering projects for commercial, institutional, and industrial facilities.

ESSENTIAL DUTIES AND RESPONSIBILITIES

Mechanical Engineering (65%)

- Perform work for projects that may include master planning, existing facility evaluations, feasibility studies, design, cost estimating, and similar technical functions.
- Develop design concepts and provide technical direction for 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 development of company standards.

Project Management (20%)

- Responsible for the successful completion of assigned engineering scope and conformance to contract requirements.
- Plan, schedule, conduct and coordinate the technical and management aspects of work within assigned engineering scope.
- Ensure the quality of deliverables conform to standards.
- Effective execution of project assignments.
- Maintain technical accuracy of work performed in the field of discipline.
- Coordinate with clients, facility owners, and subconsultants.

Marketing/Client Management (15%)

- Assist with marketing efforts.
- Prepare project proposals as required.
- Participate in oral marketing presentations as required.
- Develop and maintain client relationships.
- Represent SWE to client and owner as a technical resource for design concepts and project development.

QUALIFICATIONS AND EXPERIENCE

- This position requires a Bachelor of Science degree in Mechanical Engineering and more than 4 years of consulting engineering experience in the study, design and construction administration of building fire protection, plumbing, HVAC, and control systems.
- Experience in working with multiple discipline projects.
- Experience with a variety of facility types including: K-12 education, higher education, government office buildings, laboratories, medical facilities, data/communication centers, sports facilities, aquatic centers, military facilities, and central plants.
- Experience in the design and implementation of sustainable construction practices. LEED accreditation is desirable.
- Professional registration in the State of Oregon is preferred.
- 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
- Must be self-starter.
- Proficient computer skills include MS Office Suite
- Technical knowledge of AutoCAD and Revit desirable.
- Preferred personal attributes, including but not limited to:
    - Personable, presentable, and articulate
    - Sound work ethic
    - Honest, trustworthy, and dependable
    - Respectful
    - Cultural awareness and sensitivity
    - Ability to think creatively

WORK CONDITIONS

Physical Demands

Occasional lifting and carrying, up to 20lbs
Typing/computer work, more than 80% of the time
Sitting, standing, walking, use of ladders and lifts
Ability to perform offsite in various working conditions, including heat, cold, rain, and snow.

Mental/Visual Demands

Concentrated mental and/or visual attention; the work involves performing complex tasks with very close accuracy and quality.

Work Hours & Expectations

Working hours are from 8:00am to 5:00pm but may vary depending on project demands. Time off to be coordinated with work team and project schedules. Occasional overtime may be necessary as workload dictates. Employees are expected to perform all duties as assigned.

Background Screening

Background screening may include previous employment, education, criminal history, and driving record verification.