

NOW HIRING an ENTRY LEVEL, FIELD ENGINEER TO START WORKING IN THE FORT COLLINS, CO AREA!

Would you like to be part of a focused, dedicated team? Do you want to work and grow with other motivated, ambitious people?

Ralph L. Wadsworth Construction offers challenging career opportunities, extensive training and employee development along with an opportunity to grow your career and thrive under Ralph L. Wadsworth reputation for excellence. We offer excellent benefits and supply you with the tools you need to maximize your potential and growth.

Benefits include:

- Competitive Pay
- Paid Time Off (PTO)
- Holiday Pay
- Medical, Dental, and Vision Insurance
- Retirement Plan - **401K**, *employees will receive a company contribution up to 5%*
- Tuition Reimbursement
- Growth and Career Advancement

Pay for this position starts at \$24.00 an hour

If you are interested please send your resume to Kevin at kmartin@wadsco.com or go to www.wadsco.com/careers and apply for the Project Engineer- entry Level position.

Responsibilities

- Tracking, communicating, forecasting and managing project costs,
- Executing project specific change and risk management procedures,
- Ensuring it subcontractors and vendors are paid,
- Completing RFI's, submittals and all other administrative procedures are completed as to promote meeting planned construction start dates,
- Administer the procedures and policies delineated in the project specific change and risk management program,
- Prepare monthly pay requests in a manner consistent with the Contract documents
- Manage, review and submit for payment subcontractor, vendor and other invoices generated on-site as well as administer the project procurement and purchasing plan,
- Keep track and log completed quantities so as to facilitate invoicing, scheduling and budgetary monitoring needs and report creation,
- Prepare weekly and monthly costs reports and forecasts, as well as prepare other cost and quantity reports and/or plots as directed,
- Prepare and input budget revisions,
- Assist project manager in preparing project start up materials,

- Assist project manager in planning and coordinating pre-construction and construction efforts,
- Draft, review, revise, and submit RFI's, submittals, Non-conformity Reports (NCR's), meeting minutes, letters and other typical field generated documents, as well as maintain and keep up-to-date respective logs and schedules,
- Assisting in safety, quality and environmental inspections,
- Managing execution of subcontractor and other types of agreements,
- Preparing, managing and implementing project closeout procedures,
- Regularly assessing in project's risk exposure and assisting project management in determining mitigation and recovery efforts,

Requirements

- Bachelor of Science degree in Civil Engineering or Construction Management with at least 2 years of experience in civil construction OR 3+ years of civil construction experience.
- Knowledge of field concepts, practices, and procedures.
- Proficiency with Viewpoint, scheduling software preferred.
- Demonstrated ability to build relationships, communicates effectively at all levels of the organization, and lead through influence – with the purpose of driving change and delivering positive outcomes.

We are an equal opportunity employer: We do not discriminate based on race, color, national origin, religion, creed, sex, sexual orientation, gender identity, disability, age, genetic information, marital status, military status, membership or activity in a local human rights commission, or status with regard to public assistance, or any other characteristic protected by applicable law.