



Project Engineer – High Tech – Hillsboro, OR

GCON forges solid relationships with clients through proven performance – project after project. Our teams are experienced in building projects from small tenant improvements to large office complexes. We value relationships and work hard to earn the trust of our clients.

GCON's Vision: Be the #1 relationship contractor in the Southwest.

GCON's Mission: To plan, build and deliver our client's vision of success.

GCON's Values: 1) Do the Right thing, 2) Passion: dedicated to the work we do, and 3) Safety: creating a safe work environment and making the choice to work safely.

Please apply online via GCON's website at gconinc.com/careers. Please contact Danielle Eddy, Talent Acquisition Manager, at daniellee@gconinc.com or via phone/text at 602-209-1794, if you have any questions related to this position.

Salary - \$68,000-\$75,000

Position Description

The ideal candidate will be responsible for assisting the project manager and project team with project documentation and control, job cost accounting, scheduling, and construction supervision efforts. In order to be successful, this candidate should feel comfortable taking on many tasks that require various skills, and appropriately prioritizing those tasks' completion.

As a Project Engineer at GCON, each day will be a little different and the learning opportunities will be continuous.

Role and Responsibilities

- Manage project controls and document management using MS Project, Autodesk platforms & CMiC.
 - Coordinate site activities including subcontractor logistics and material deliveries.
 - Attend and participate in planning & coordination meetings
 - Assist in identifying conflicts and work to find and implement viable solutions.
 - Assist in QA functions overseeing QA tasks and coordinating testing & verification.
 - Track and process product submittals through on-site delivery.
 - Assist in the review and processing of monthly payment applications.
 - Help to enforce the company safety standards on the project site at all times.
 - Assist in achieving on time and on or under budget completions while maintain the established Company Quality Standards.
 - Responsible for the complete review of all requests for information documents requiring technical review of contract drawings, specifications and or field dimensional confirmation.
 - Assist with requesting, collecting, reviewing/vetting, and assembling pricing needs related to change documents (ASI's, PR's, CCD's, sketches, etc.).
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- Assist with running OAC and subcontractor meetings. Take and collect meeting notes and publish meeting minutes.
- Responsible for requesting and compiling project closeout documentation.
- Assist with creating, maintaining, and finalizing project as-builts.
- Assist with updating and maintaining project schedule.

Minimum Requirements:

- Bachelor's degree in Construction Management, related field, or equivalent experience
- Ability to learn and adapt to technology platforms

Preferred Qualifications:

- Experience with CMiC, PlanGrid, BIM 360, Assemble & MS Project or similar software platforms.

GCON is an equal opportunity employer and considers all applicants for employment based on merit, competence, performance, and business needs. We do not discriminate on the bases of any status protected under federal, state, or local law. Applicants will be considered regardless of their race, color, sex, gender identity or expression, age, religion, creed, national origin, citizenship status, sexual orientation, genetic information, physical or mental disability, military status or any other characteristic protected under federal, state, or local law. In addition to complying with all applicable laws, GCON also has a strong corporate commitment to inclusion.

Notice to all Employment, Staffing & Recruiting Agencies and Recruiters: We please ask that you do not directly email, call or visit our hiring managers. GCON does not accept unsolicited resumes and should any be received from a third party they will not be considered, unless a signed agreement is in place. If you would like to discuss becoming a preferred staffing vendor to GCON please contact our recruitment team who will advise you on the process.