



Field Project Engineer Intern Job Description

Colorado-Albion Dam Project

Wyoming – Leavitt Dam Project

Advertisement:

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Montana Civil Contractors is looking for experienced field project engineer to assist field superintendent and project manager. Montana Civil Contractors, Inc. is based in Belgrade, Montana, we are a heavy-civil construction company with projects underway or completed across Montana, Colorado, Idaho, and Wyoming. MCC specializes in landfills, wastewater lagoons, contract mining and mine reclamation, dams, underground utilities and water treatment systems, airport construction, and federal and state highway construction. On average 50-70 hrs , 5-6 days per week

Job Description:

Coordinate with project superintendent and project manager to schedule activities of construction project. Inspect work progress and construction site for safety to ensure that specification is met. Be able to read plans & specs. to determine construction requirements or to plan procedures. Assign work to employees. Must have technology skills with laptop, cell phone, tablet.

Tasks:

- Prepare daily journals in Project HQ software with associated daily pictures.
- Daily errands from project site to Denver area for equipment support & project supplies
- Assist PM & Supt. in planning, organizing, and directing project activities for weekly task.
- Assist PM in facilitating project subcontractors and suppliers
- Ensure assigned projects/tasks are completed timely and with high level of accuracy and quality
- Work alongside project manager and project superintendent on all quality control items
- Monitor fieldwork execution/progress and report on productivity against budget
- Quantity and field surveying utilizing Topcon GPS systems & Lica Total Station
- Assist PM and field Superintendent with project document control, request for information (RFI's), supplemental information (SI's), submittals, drawing and spec review, etc.
- Assist Superintendent & Forman in equipment fleet, repairs, and services

Skills, Knowledge, Abilities:

Knowledge of machines and tools, business management principles involved in strategic planning, resource allocation, human resource modeling, leadership technique, production methods, and coordination of people and resources. Active listener giving full attention to what other people are saying, taking time to understand the points being made, asking questions as appropriate, and not interrupting at inappropriate times. Talking to others to convey information effectively. Using logic

and reasoning to identify strengths and weaknesses of alternative solutions, conclusions, or approaches to problems. Motivate, develop, and directing people as they work, identifying the best people for the job.

Work Context:

- Outdoors, exposed to weather – everyday
- Wear common PPE (protective safety equipment) reflective outer wear, glasses, boots, hard hat– everyday
- Consequence of error- extremely serious
- Face to face discussions – everyday
- Decision making – everyday
- Cell phone, computer technology – everyday

Requirements:

- Strong organization skills, attention to detail, the ability to prioritize and complete projects on schedule
- Knowledge and skills in the use of various Microsoft Office applications including Word, Excel, Microsoft Project, SharePoint, Primavera, Contractor Applications and Foundation Project HQ.
- Outstanding interpersonal communication, organizational and supervisor skills are essential.
- Must maintain confidentiality
- Must have positive attitude and possess excellent motivational skills and contribute to a team-oriented work environment.
- Must be willing to work long hours 5-6 days per week.

Job Zone: Albion Dam- near Nederland, Colorado . Leavitt Reservoir, Shell, Wyoming

Application Questions:

- How many years of field construction experience do you have?
- What type of construction projects have you been involved in?

Application Instructions:

Please send resume to accounting@montanacivil.com and josh@montanacivil.com

Wage:

\$28/hr with overtime. Per diem per day. Vehicle allowance if heavy duty truck and used at work