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**Meier Architecture • Engineering**  
Job Description

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**Full-Time, Exempt Position**

**Title: Civil Project Engineer**

**Basic Responsibilities:** May fill roll as Responsible Professional Engineer (RPE). Plans and conducts work requiring judgment regarding the independent evaluation, selection, and substantial adaptation and modification of standard techniques, procedures, and criteria.

**Organizational Relationship:** Reports to the Civil Group Manager.

**Essential Functions:** To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- One or more of the following: (1) In an execution capacity; plans, develops, coordinates, and directs a large and important project or a number of small projects with many complex features. (2) As individual worker; carries out complex or novel assignments that require the development of new or improved techniques and procedures. (3) As staff specialist; usually performs as a staff advisor and consultant for a technical specialty, a type of facility or equipment, or a program function.
- May supervise, coordinate, and/or review the work of other professionals who assist in specific assignments.
- Assists proposal managers to estimate level of effort and develop scope for discipline portion of multi-discipline proposals.
- May stamp own work as directed.
- Work to meet or exceed QA standards.
- All other duties assigned by Manager.

**Skill, Knowledge, Education and Experience:**

- Bachelor's Degree and Licensed Professional Engineer.
- May be a member of professional or technical society.
- Candidate must have good oral and written communication skills.
- May assist in publishing professional papers.
- 10+ years of experience.
- Experience using AutoCAD and Civil 3D.

**Work Environment:**

This position operates in a professional office environment. Occasional site visit may be required.

**Physical Demands:** The job requires the ability to sit for extended periods at a computer workstation. May be subject to bending, reaching, kneeling, stooping and lifting up to ten (10) pounds.