

---

**Meier Architecture • Engineering**  
Job Description

---

**May 31, 2019**

**Full-Time, Exempt Position**

**Title: Electrical Engineer**

**Basic Responsibilities:** Support engineer, executing on directions and planning of others. Conducts work requiring judgment regarding the independent evaluation, selection, adoption of standard techniques, procedures, and criteria.

**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.

- Coordinates small, discipline specific tasks and projects.
- Participates in multi-discipline design teams to develop detailed designs.
- Developing and/or reviewing design media that will be issued for construction.
- Design media that may include, but is not be limited to: development of both lighting and power distribution system electrical calculations to support basis of design, electrical one-line diagrams, power plans and elevations, wiring diagrams, electrical elementary diagrams, installation details, procurement specifications, and construction specifications.
- May perform as an assistant and consultant for a technical specialty, a type of facility or equipment, or a program function.
- May coordinate, and/or review the work of other professionals who assist in specific assignments.
- May act as billing group lead on moderately complex engineering tasks where coordination with other disciplines is needed.
- Work to meet or exceed QA standards.
- All other duties assigned by Manager.

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

- Bachelor of Science degree in Electrical Engineering.
- Licensed Professional Engineer.
- Member of a professional or technical society.
- Candidate must have good oral and written communication skills.
- Work successfully in a customer focused, project-oriented environment.