

JOB DESCRIPTION



CIVIL ENGINEERING PROJECT MANAGER – Agoura Hills, CA

General Description

Chris Nelson & Associates, Inc. is currently seeking a Civil Engineering Project Manager to enrich our team. The right candidate will have experience in managing a team of professionals, cultivating professional industry relationships, preparing grading and drainage plans, utility plans, hydrology/hydraulic analysis, earthwork calculations, street design and various other relevant tasks in land development.

Required Qualifications

- ♦ Licensed as a Professional Civil Engineer.
- ♦ At least 5-7 years of industry experience in a similar role.
- ♦ Advanced communication skills with the ability to provide effective professional consulting services to clients, authorities, government agencies, and other related consultancies.
- ♦ Strong technical writing and communications skills are expected at this level.
- ♦ Must have ability to plan, prioritize and review project plans and documents, evaluate alternatives, and select appropriate solutions.

Responsibilities

- ♦ Drive and coordinate the effective delivery of civil engineering projects that meet the required outcomes for clients, keeping within budget and ensuring timely completion.
- ♦ Provide leadership, direction, mentoring and training to the team ensuring effective engagement and use of skills, competencies and expertise to drive operational efficiencies and quality.
- ♦ Determine and manage project priorities to ensure effective application of resources to achieve project outcomes, delivery benchmarks, project budget targets and company revenue/profit objectives for projects, liaising with management in relation to resource allocation & sharing.
- ♦ Regularly review the productivity, effectiveness, quality and profitability of projects, including project follow-up to monitor project deliverables and client satisfaction levels.
- ♦ Prepare, review and approve fee submissions and proposals.
- ♦ Build, maintain and continue to develop professional relationships and networks which reflect the values of CNA.
- ♦ Identify new business opportunities and assist with the pursuit of those opportunities.
- ♦ Ensure CNA's professional standards are maintained and company objectives in relation to budget targets, service quality, company reputation and environmental standards are met and take responsibility for compliance with external and internal standards.

About Us

- ♦ Top tier civil engineering and land surveying company servicing all of Southern California.
- ♦ Culture that encourages a relaxed, yet professional work environment.
- ♦ Emphasis on employee mentorship, cross-training, and providing career advancement opportunities.

Compensation

- ♦ Competitive benefits including 401k, Dental, Vision, Health, Paid Holiday and Sick Leave.
- ♦ Salary depending on experience and ability.