

Project Engineer / Manager

Education

- BS degree preferably in Mechanical Engineering or Electrical Engineering
- Indiana Professional Engineering License (P.E.) is desirable but not required

Experience

- Minimum 10 years of experience in project engineering and project management including construction management.
- Consulting engineering experience is desirable but not required.

Salary

- Negotiable and commensurate with applicable experience

Responsibilities

Successful applicant must be able to demonstrate acquired skills in the following areas:

- Meet and work well with people at all levels of clients' Management
- Work with clients to develop detailed scope of projects
- Direct design personnel to develop conceptual drawings to present to clients to confirm scope of the project
- Conduct progress meetings with clients and document proceedings to assure adherence to project scope
- General knowledge of process flow diagrams and P&IDs required
- Develop general arrangement drawings for manufacturing and process equipment, offices, warehousing for raw materials and finish product, etc.
- Direct and take an active role in field investigations required for project development
- Direct design personnel in developing final construction and installation drawings
- Capability to work with AutoCAD and other design software
- Proficient in Microsoft Word and Excel
- Proficient in Microsoft Project Scheduling is desirable
- Coordinate overall design with Architectural department as well as Civil, Structural, Mechanical, Electrical/Programming and Process engineering departments
- Assist with developing Project Budget
- Experience in construction cost estimating is desirable
- Assist clients in developing process and/or packaging equipment specifications and vendor bid packages for that equipment
- Assist clients as required during development of Factory Acceptance Test (FAT) criteria and the execution of the Factory Acceptance Test (FAT)

- Develop Request for Proposals (RFP) packages that includes project description, bid requirements, construction documents, detailed design/installation drawings, scope of work, schedule, etc., for contractor bid packages
- Assist in evaluating bids for equipment and construction by developing bid comparison spreadsheets etc.
- Monitor construction activities to assure installation quality and adherence to project specifications
- Monitor overall project costs and develop cost tracking reports
- Familiarity with OSHA is required
- Assist clients in developing punch-lists and closeout reports

Desirable Capabilities

The following are desirable capabilities for a candidate to have but are not a requirement for employment.

- General knowledge of 3A Dairy Standards for process piping design
- General knowledge of Clean in Place (CIP) systems
- General knowledge of Sterilize in Place (SIP) systems
- General knowledge in developing Installation/Operational IQ/OQ documents for process and packaging equipment
- General knowledge in executing Installation/Operational IQ/OQ requirements in the field and completing required documentation