



INTERNSHIP & CAREER SERVICES

HOWARD R. HUGHES COLLEGE OF ENGINEERING

PROJECT ENGINEER JOB OPPORTUNITY

Posting ID: E041316

Company: Contri Construction Company

Company Website: <http://www.contriconstruction.com>

Job Title: Project Engineer

Work Location: Las Vegas, NV

Position Type: Full-Time

Salary: Competitive Pay, 40/week

College Major(s): CEE & CEM

College Level(s): Graduate Student

OVERVIEW

Contri Construction Company is a Nevada based contractor with over 45 years of Heavy Civil construction experience.

Roles and Responsibilities

- Assist in the maintenance of basic project recordkeeping and correspondence including submittals, daily reports, photographs, and requests for information (RFIs)
- Perform basic engineering calculations and technical drafting to support field operations
- Assist Project Managers to gather and prepare data for submittal or transmittal to the customer, vendors, subcontractors, governmental agencies, and internal use
- Assist in preparation of purchase orders and subcontracts
- Perform material takeoffs from drawings, specifications and other contract document
- Assist in the preparation and submission of estimates and bids
- Assist in schedule maintenance and performing updates as directed by others
- Assist in generating change orders and as-built data to be reviewed by the Project Manager
- Assist in the preparation of Job Hazard Analysis (JHA's)
- Participate in jobsite safety reviews, toolbox meetings, and safety training
- Order and schedule material deliveries
- Plan, schedule, and coordinate subcontractors on the jobsite
- Provide field support and supervise subcontractor operations.

Contri offers competitive compensation, health and dental, paid vacation and holidays, and a retirement package. For driven individuals there is room for growth within the company.

Qualifications and Education Requirements

- Undergraduate degree in Civil Engineering or Construction Management
- Working knowledge of computers and experience with Microsoft Word, Excel and AutoCAD
- Strong organizational and time management skills
- Strong written and verbal communications skills
- Ability to read and interpret construction drawings and specifications
- Good attention to detail, with the ability to recognize discrepancies
- Strong work ethic
- The ability to work independently as well as part of a team
- 0-2 years of related professional experience in the construction field.

Where to apply

Send Cover Letters and Resumes to tcaviglia@contrinv.com