



Project Engineer

Do you have project management, estimating and electrical contracting experience? Does overseeing construction projects excite you? Are you detail oriented, organized and quality driven?

If so, this might be the perfect opportunity for you.

Milne Electric Inc., an established electrical contractor located in Monroe is searching for a hard working **Project Engineer**. This position is responsible for initiating and tracking construction documentation including RFI's, ASI's, CCD's and Submittals; managing project logs; maintaining contract documentation such as plans and specifications; and coordinating with subcontractors and suppliers. The ideal candidate is driven, has great communication skills, able to handle multiple high level projects and eager to take on challenges.

Milne Electric Inc. was established in 1990 and continues to grow as a reliable electrical contractor with high ethical standards. The scope of projects include public, private, new construction and renovations. Milne Electric Inc. is a technologically innovative company utilizing the most current construction related techniques and software.

Key Responsibilities of the Project Engineer:

- Ensure timely procurement and delivery of materials to job site by working with the purchasing department.
- Prepare reports, plans, and specifications for assigned projects in compliance with applicable codes, accepted engineering practices, and client project requirements.
- Build long-term customer relationships by consistently meeting expectations and offering innovative solutions.
- Collaboration with labor superintendents, project foremen and office staff on projects.
- Provide consistent feedback and reports to Project Managers.
- Additional duties as determined by Project Managers.

What the Successful Candidate will have:

- Bachelor's degree (Construction Management is preferred).
- 3-5 years Electrical Contracting and Project Coordination/Management experience.
- Must understand how to read architectural, structural drawings (Mechanical & Electrical).
- Drafting experience with AutoCAD MEP 3D, Revit, and/or Navisworks preferred.
- Excellent verbal and written skills.
- Ability to work independently as well as in team environment.
- McCormick estimating system experience or similar.

Milne Electric has Outstanding Benefits including:

- Competitive compensation
- Generous paid time off and holidays
- Health & Vision insurance
- 401(k) plan with company match
- Growth opportunities

If this position sounds like the right fit for you, submit your resume, cover letter and salary requirements to angelaP@milneelectric.com.