



Project Engineer – Colusa County

Job details

Competitive Pay: \$55,000 - \$85,000 / year depending on experience

Job Type: Full-time

Number of hires for this role: 1

Qualifications

- Driver's License (Required)
- US Work Authorization (Required)

About Our Company

Broward Builders, Inc. ("Broward") is a comprehensive general contracting firm based in Woodland, CA. We have been proudly serving public works agencies, as well as private and nonprofit clients, throughout Northern and Central California since 1990. Our projects include a mix of design build, negotiated and design-bid-build. Broward is a unique firm because we self-perform numerous trades on every project including earthwork, utilities, concrete, rough and finish carpentry, metal studs and drywall.

Broward Builders, Inc. takes tremendous pride in exceeding client expectations. We are known for being cooperative and flexible. Over 90% of our negotiated work is with repeat customers. We believe this says a lot about the Broward Builders, Inc. culture.

Position Summary

Broward Builders, Inc. is actively seeking a Project Engineer – Colusa County to join our team. The Project Engineer will assist with providing the planning and coordination for project management activities to ensure timely, quality and successful completion of a project. Strong organization and communication skills are a must, with the ability to be proactive in planning and to efficiently multi-task. Occasional travel may be required for this position.

Responsibilities

- Create, process, and maintain RFI, submittal and change order logs
- Attend project meetings and write meeting minutes for distribution to project partners
- Update all drawings and specifications
- Assist Project Manager with Purchase Orders, Subcontracts and Buyout items
- Start up and maintain electronic filing
- Assist Superintendent and Project Manager with schedule preparation and updating
- Maintain and update site specific safety plans and trainings
- Distribute all documentation to trade partners
- Track extra work orders
- Develop and maintain daily reports including photo documentation of the project
- Compile and prepare all closeout documentation for submission
- Punch list documentation and tracking



- Process and distribute CCDs and ASIs
- Maintain sub safety logs
- Prepare onsite and trailer safety materials at the start of project

Required Experience, Education, & Qualifications

- Minimum of 1-3 years of industry experience
- Basic knowledge of construction accounting, estimating, and scheduling
- Understanding of construction plans and specs
- Microsoft Office Suite (Excel, Outlook, Word, etc.)
- Self-starter and ability to initiate tasks as needed
- Written and verbal English language communication skills
- High School Degree, or equivalent
- Valid CA driver's license, acceptable driving record, and access to reliable personal transportation

Preferred Skills, Experience & Education

- Bachelor's Degree in Engineering, Construction Management or related field
- Field experience, i.e., carpenter, plumber, electrician
- P6 Software
- Project Sight
- BIM
- Blue Beam Software
- Smart Sheets

Broward Builders, Inc is an equal opportunity employer. The Project Engineer – Colusa County position is a full-time position. Pay will be based on qualifications and experience. The position includes health, vision, and dental insurance, paid sick and vacation time, and a 401(k).

Benefits

- 401(k)
- Dental insurance
- Health insurance
- Vision insurance
- Vacation/Sick Paid Time Off

Schedule

- Monday-to- Friday
- 6:30am – 3:00pm (flexible)

Work Location

- Colusa, CA

Work Remotely

- No