

## PROJECT ENGINEER

JWR Construction is a medium size commercial General contracting firm based in South Florida. We are a family run company that has been in business for 36 Years. We are a company that takes a lot of pride in providing outstanding service to our clients. Because of that, we have built relationships that have kept us working with some of our clients for 15 to 20+ years, all in different industries. We also take a lot of pride in our relationship with our team. It is extremely important to us that our staff work in a safe and happy work place as well as one that promotes both personal and professional growth. In short, the success of our team translates into success for our clients and vice versa.

We feel that it is important to note that what sets JWR apart from other our competition, as it relates to employees, is that everyone is treated as an equal. And everyone's doors are always open.

We are searching for qualified Project Engineers to join our team to manage their project by performing the following tasks including but not limited to:

### DUTIES AND RESPONSIBILITIES:

Assist the Project Manager and Superintendent with the following:

- Shop drawings and submittals, to include development of both shop drawing and purchasing Logs
- Requests for information (RFI's) from subcontractors to the architect. Maintaining of the RFI Log
- Requests for Change Order (RCO's), maintaining of the RCO Log
- Posting / maintaining of document revisions
- Verification of work in place – review of subcontractor payment requests
- Assist with daily reports
- Assist with monthly Owner Reports
- Owner meetings
- Safety and Quality control
- Permit drawings
- Closeout Manuals
- Assist in coordinating inspections with local authorities, up to and including final occupancy inspections.

### EXPERIENCE AND CAPABILITIES:

- Must have strong leadership, communication, and organizational skills.
- Must be able to work independently, be highly motivated and dedicated to success.
- Must be able to set goals and consistently meet deadlines.
- Must have a good knowledge base of all trades.
- Must be able to read prints, adhere to schedules and create reports.

### DESIRED EXPERIENCE / QUALIFICATIONS

- A high school diploma is required, B.S. in Construction Management or Related degree, or working toward degree

- 3+ years of experience with On-Site Commercial projects
- Must have superior organizational and time management skills.
- High attention to detail and quality control.
- Ability to interact and communicate in a professional manner with clients, realtors, and other visitors as they come to the jobsite.
- Proficient in ProCore, Microsoft Project and Office is preferred but not required

To perform the job successfully, an individual must be able to perform each previously stated duty satisfactorily. The requirements listed below are representative of the knowledge, skills, and ability necessary to succeed as a Project Engineer.

JWR Construction is an Equal Opportunity Employer. Qualified women, minorities, veterans, and individuals with disabilities are strongly encouraged to apply and are a drug/alcohol free workplace.

This is a full-time position. We offer a competitive compensation and benefits package to include, paid holidays & vacations, health insurance and 401K.

Job Type: Full-time

Please submit your resume to [jwr@jwrconstruction.com](mailto:jwr@jwrconstruction.com)