

# Dawson

## PROJECT ENGINEER – JUNEAU, AK

Dawson Construction, LLC is growing and looking for an experienced **Project Engineer to join our team in Juneau, Alaska**. The Project Engineer is responsible for assisting the Estimator Manager and coordinating the complete construction and administrative requirements of the project. The position is based out of our Juneau office and may include potential for travel depending on project location.

### Primary Responsibilities:

- Assist with bidding, material take-offs, and soliciting quotes from subcontractors/suppliers.
- Provide technical support to the Estimator Manager and Superintendent.
- Possess a thorough understanding of the drawings, specifications and each subcontractor and supplier's scope of work.
- Assist with subcontractor and vendor buyout, preparation and tracking of contracts, and procurement of submittals and materials.
- Work with the estimator manager and superintendent to develop, update, and distribute the project schedule.
- Assist with day to day coordination of subcontractors and material deliveries.
- Review shop drawings and submittals for compliance with the contract documents and processes within the time frames needed by the project schedule.
- Administer the RFI process.
- Assist with the administration of the Safety and Quality Control programs.

### Qualifications:

- Bachelor's Degree in Construction Management or Engineering, or similar
- Previous industry experience preferred
- Excellent written/verbal communication skills, both in-person and virtually
- In-depth knowledge of the construction industry
- Able to read and interpret plans and specifications
- Able to work under pressure to meet deadlines on multiple projects
- Organized and exhibit a high attention to detail
- Able to work collaboratively with multiple team members including clients, designers, partners, subcontractors, and suppliers
- Proficient in Microsoft Office Suite
- Willingness and ability to learn industry-specific software
- *Fluency in Spanish is a bonus*

***We offer competitive pay, excellent benefits, a culture of continuous improvement and opportunity for career advancement through continued company growth.***

Apply at [www.dawson.com/careers](http://www.dawson.com/careers)

Contact [careers@dawson.com](mailto:careers@dawson.com) if you have questions