



COLD HARBOR BUILDING COMPANY'S PROJECT ENGINEER OVERVIEW

At Cold Harbor Building Company, we pride ourselves on continuously exceeding client expectations on projects (commercial, public, and private), as a general contractor, construction manager, and designer-builder throughout the Northern Ohio region. The Project Engineer will work closely with the Cold Harbor team and our partners in the construction process (project managers, superintendents, trades, vendors, and office personnel, etc.), to gain hands-on experience in the construction, working at our headquarters in Chardon, Ohio, as well as on-site at projects, providing the opportunity to be involved with all stages of construction from bidding to close-out.

Project Engineer Responsibilities: The Project Engineer plays a critical role in projects from pre-bid to close-out, responsibilities will change based on the workload, some of the key responsibilities are as follows:

- Manage submittals, and coordinate fabrication of equipment/materials to meet project deadlines.
- Work in conjunction with project superintendents to confirm that trades' work meets both submittal and contractual requirements.
- Assist Project Managers with maintaining the project schedule(s) as assigned.
- Coordination of closeout training, turnover, and O&M Manuals
- Generate Bid Fax and review bid documents to assist in the bidding process or RFP creation.
- Assist with onsite supervision as necessary.

Qualifications:

- Strong verbal and written communication skills in various settings.
- Strong interpersonal skills, as well as the ability to work as part of a team.
- Attention to detail, and effective time management.
- Ability to travel to job sites as needed, as well as access various site conditions (hills, ladders, elevations, etc.) and the various weather challenges of Northeast Ohio.

Preferred Software Knowledge and Fluency: Strong computer skills are a critical element of this role, the ideal candidate will have a high degree of fluency with multiple software packages and applications, including:

- Microsoft 365 Suite • Adobe • AutoCAD • Procore • Bluebeam • Autodesk Revit

Preferred Education & Experience:

- Bachelor's Degree or near graduation in the disciplines of Construction Management Technology or Civil/Mechanical Engineering preferred.
- 2 - 3 co-ops with construction companies preferred.
- A licensed professional engineer or be a candidate for licensure (working at Cold Harbor will allow you to work under licensed Professional Engineers).

Project Engineer Compensation & Benefits:

- Salary range \$55,000 - \$75,000 (Commensurate with Experience).
- 401(k) and Roth, with Employer contributions.
- Flexible schedule, paid vacation, and paid holiday time.
- Health insurance with company contribution; Voluntary Life, Accident, Dental, and Vision Insurance, as well as FSA and FSADC (participation in company health is not a prerequisite to eligibility for voluntary benefits).
- Continuing education is encouraged, and benefits are available.

Cold Harbor Building Company is an Equal Opportunity Employer & A Drug-Free Workplace