



ELECTRICAL ENGINEER

OVERVIEW

Candidate is able to work independently and as a consulting engineer on various architectural, civil and landscape projects as assigned by the Department Manager and firm leadership.

The Electrical Engineer for FourFront Design is an experienced engineer who can define a project, develop a set of tasks to accomplish the project, coordinate and monitor the work involved in the tasks, and deliver a final product on time and within prescribed budget. This individual must have a general understanding of all electrical systems including facility power, electrical distribution, lighting and special systems ideally in commercial, healthcare, educational, and federal facilities.

RESPONSIBILITIES

1. Assess the requirements of the project and owner's needs and be able to manage the design and production aspects of the project.
2. Function as the electrical project manager and/or electrical project engineer; responsible for design, planning, organizing and directing the activities of EE for FourFront projects.
3. Develop and maintain production and CAD standards that coordinate with current company standards. Responsible for management of electrical design Quality Control procedures.
4. Promote and provide expertise in sustainable design practices as required by the project.
5. Review design and construction budgets and schedules, manage work accordingly.
6. Participate in company and project meetings.
7. Determine electrical design and project scope, budget and staffing requirements.
8. Knowledge of applicable codes and ordinances. Work with code officials and other design professionals when an interpretation or exception to building codes is required.
9. Proficient in use of computer and CAD programs. Assign and review work where required and provide coordination with multiple disciplines.
10. Provide construction administrative reviews, application for payment reviews, prompt reports and required coordination.
11. Assist in the education and development of electrical design staff and act as a resource for electrical design questions.
12. Interpret the intent of electrical contract drawings and specifications for the Client, General Contractor, Building Inspector and other interested parties.
13. Prepare and distribute schedules, shop drawings and samples.
14. Responsible for the accuracy and quality of all technical work.
15. Participates in the preparation of proposals.
16. Reviews invoices before distribution to the client.
17. Coordinate work of outside consultants in the area of electrical engineering.

Management Responsibilities

Resolve day-to-day problems of mostly technical nature. When acting as a project leader, responsibility includes meeting schedule, budget, and quality requirements. Individual will, at times, be responsible for review of construction documents prior to final review.

Candidate will have oversight and management of this discipline of work as well as responsibility for coordination with other disciplines associated with each specific project. The position responsibilities will include, but may not be limited to; preliminary designs, sustainable design criteria, LEED compliance, project budgeting and construction cost estimating, presentations, plan and specification generation, bidding and construction administration responsibilities.



Professional Development

1. Participate in public and professional societies.
2. Participate in efforts that support the company mission and vision through positive work relationships internally.
3. Keep current with state of the art design and computer related technology.
4. Assist in creation of everyday workload through active external marketing/client relationship building and maintenance.

QUALIFICATIONS

1. Minimum of 3 years previous electrical design experience and registration as an Engineer in Training / Engineering Intern (EIT / EI).
2. Bachelor's degree in Electrical Engineering from an accredited college or university.
3. Professional Engineering license in the state of South Dakota or ability to obtain within 1 year preferred.
4. LEED AP certification required or sufficient knowledge of LEED principles to become LEED accredited.
5. Proficiency in AutoCAD required.
6. Proficiency in Revit MEP preferred.
7. Familiarity with electrical analysis and design programs such as SKM Power Tools, Visual Pro, SpecLink-E, and similar software tools preferred.