**Civil Engineer Job description**

 **Job brief**

A site engineer offers advice in the planning, coordination and supervision of technical aspects of construction projects. A site engineer’s role is vital to a construction project: they have a number of responsibilities including solving technical issues, providing advice, management and preparing reports.

**Responsibilities**

* Perform structural design and analysis calculations using governing codes and standards, engineering
* formulas, skills, and experience.
* Layout and details portions of projects using schematic layout by project lead engineer. May be assigned
* responsibility for schematic or conceptual layouts when qualified.
* Provide drawing for own designs and produce sketches to incorporate in drawings by Designers/Drafters.
* Research design options and document findings for project lead engineer.
* Review shop drawings.
* Assume the lead engineer’s role on assigned projects.
* May serve as Project Engineer and as a designated Client contact on smaller, less complex projects.
* Develop probable construction cost estimates for his/her projects within the department.
* May direct and supervise other Designers/Drafters activities.
* Coordinate work with other disciplines such as architectural, mechanical, electrical, etc.
* Handle routine contract administration.
* Use computer-assisted engineering and design software and equipment to prepare engineering design
* documents.
* Attend and participate in Client meetings.
* Perform field activities such as observe and record existing field conditions, take and verify measurements
* within project area.
* Organize, draft, and coordinate technical documents.
* Capable and experienced in managing and performing projects in a fast-paced environment.

**Qualification & skills**

* Strong problem-solving skills.
* Strong mathematical abilities.
* Excellent time management skills in order to handle competing deadlines.
* A high level of autonomy and self-efficiency with attention to detail.
* The ability to be a team-player.
* Effective oral and written communication.
* The will to learn and continuously develop skills and knowledge.
* Intermediate use of general computer programs such as the MS Suite, and Outlook.
* A relevant qualification (eg. Bachelor of Civil Engineering).
* The ability to develop design solutions in accordance with Council Standards