

**Status:** Exempt

**Reports To:** *Department Manager*

### **Job Description**

Position requires thorough knowledge of electrical design and engineering techniques, as well as CAD and graphics skills. Responsible to plan and conduct independent work requiring judgment in the evaluation, selection, application and adaptation of engineering techniques, procedures and criteria. Devise new approaches to problems, and prepare or modify drawings, specifications, calculations, charts and graphs, and monitor work for compliance to applicable codes, accepted engineering practices and Eichleay standards.

### **Typical Duties:**

*Typical duties will include but not be limited to the preparation and/or modification of the following:*

- Electrical drawings, specifications, calculations, charts and graphs.
- Project controls, cost estimates, quantity takeoffs and manpower requirements for proposals, forecasts and change orders.

### **Essential Functions:**

*Responsibilities will include but not be limited to the following:*

- Requires a broad knowledge of precedents in the specialty area and a solid knowledge of principles and practices of related technical areas.
- Requires a broad knowledge of the application of engineering to plant constructability as applied to construction methods and materials, and the economics involved.
- Performs assignments independently with instruction as to the general results expected and with guidance from Department Manager and or engineering specialist on unusual or complex problems.
- Provides technical direction and on-the-job training to Drafters, Designers, and less experienced Engineers.
- Assigns and coordinates work to Drafters, Designers, and Engineers.
- 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.
- Plan, schedule, conduct, and coordinate program of assigned engineering work and projects.
- Assist in selection of discipline personnel assigned to projects.
- Ensure proper interdisciplinary coordination and effective communication on projects.
- Analyze reports, maps, drawings, tests, and other data to plan and design work.
- Assemble bid, approval, and construction issue drawing packages.

- Review bid analyses and make recommendations.
- Requires extensive and independent contact with Clients, vendor's representatives and project field personnel. Attend and participate in Client and Eichleay meetings.
- Direct and/or participate in job site visits to collect or deliver design and engineering data.
- Use engineering and design computer software to complete assigned work.

**Education/Experience:**

- Bachelor of Science degree in an engineering or scientific discipline, and over seven years of experience with advance knowledge in electrical engineering, obtainable usually through a combination of experience and continuing education; or
- Master of Science degree in an engineering or scientific discipline, and over six years of experience with advanced technical knowledge in electrical engineering, obtainable usually through a combination of experience and continuing education; or
- Equivalent combination of education, training and experience.

**Skills and Special Requirements/Licensing:**

- AutoCAD familiarity.
- Electrical analysis software familiarity (i.e., ETAP, Easy Power, Dapper/Captor).
- BATC Safety Training.
- Experience in working with multiple discipline projects with BioProcess and/or Petrochemical Clients.
- Excellent computer skills in Microsoft Suite.
- Licensed PE or EIT is preferred.
- Knowledgeable in National Fire Protection Association/National Electrical Code (NFPA/NEC) Standards, California Title 24 Building Energy Efficiency Standards, and IEEE/IES/API Standards.
- Pre-employment drug and alcohol screening.
- Background screening including previous employment, education, criminal history, and driving record verification.

**Work Environmental & Physical Demands:**

The characteristics described below are representative of those encountered while performing the essential functions of this position. Reasonable accommodations will be made to enable individuals with disabilities to perform the essential functions.

- While performing duties of this job, would occasionally be required to stand, walk, sit, reach with hands and arms, climb or balance, stoop or kneel, talk and hear, and use fingers and hands to feel objects, tools or controls.
- Must occasionally lift and/or move up to 25 pounds.

- Specific vision abilities required include close vision, distance vision, depth perceptions, and the ability to adjust focus.
- Overtime may be necessary as workload's dictate. This may include weekdays, weekends and/or holidays.
- Job will generally be performed in an office environment, but may require travel to visit a Client's office, production facility or industrial/construction job site. Conditions will vary at each location, but the conditions listed above will generally apply.
- May be assigned to work at a Client's office, facility or site for an extended period of time. Conditions will vary at each location, but the conditions listed above will generally apply. When performing outside Eichleay's office, appropriate safety training and safety equipment will be provided by Eichleay and/or Client as required.