



UNIVERSITY OF MARYLAND

COLLEGE OF AGRICULTURE AND NATURAL RESOURCES
Office of Human Resources Management & Compliance Programs

1119 Symons Hall
College Park, MD 20742
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POSITION ANNOUNCEMENT

Title: *Project Engineer I*

Position Number: 103767

Category Status: *Exempt, Regular, Full-time*

Unit: *AGNR-AES-RFMO*

Position Description: The Research Facilities Management Office (RFMO) within the Agricultural Experiment Station (AES) of the College of Agriculture and Natural Resources (AGNR) is looking for a Project Engineer to work with staff and faculty on facility needs for AGNR. The projects can be related to maintenance, upgrades, and/or new facilities. The Project Engineer will work under the supervision of the RFMO Manager and perform work activities directly associated with AGNR off-campus and on-campus facilities.

Responsibilities:

- Prepare sketches, drawings or exhibits for project related correspondence;
- Prepare construction drawings for Ag-related structures and systems using AutoCAD;
- Prepare project specifications;
- Act as liaison with the Procurement Department to assist with bidding projects;
- Prepare requests for proposals for construction and/or maintenance services;
- Prepare, schedule, coordinate and monitor assigned projects;
- Monitor compliance to applicable regulations, codes, practices, QA/QC policies, performance standards and specifications;
- Review and track progress payments;
- Interact with AGNR staff and faculty to understand needs and requirements and work collaboratively developing solutions;
- Cooperate and communicate effectively with manager and project engineers/team to provide assistance and technical support; and
- Perform other duties as assigned.

B. Essential Qualifications & Knowledge:

- BS degree in Engineering or relevant field
- 1 to 3 years working experience as a project engineer
- Proficient in:
 - Design and visualization software, AutoCAD or similar
 - MS Office; Word, Excel, Powerpoint,
 - Google; Gmail, Calendar, Drive, Documents
 - Adobe Acrobat DC

- Ability to understand and manage multidisciplinary projects
- Valid driver's license

Preferences:

- Experience working in an agricultural and/or an academic or research setting
- Experience with managing the procurement process for construction projects
- Familiarity with rules, regulations, best practices and performance standards (e.g., American with Disabilities Act standards, Occupational Safety & Health Administration requirements, National Electric Code)
- Engineer in Training Certificate

Physical Demands/Work Environment:

- Potentially Extensive Driving to off-campus project sites
- Ability to endure extensive walking, standing and lifting

Salary/Benefits: Salary will be commensurate with experience. The University of Maryland offers an extensive benefits package.

Applications: Letters of nomination and/or application should be submitted no later than March 1, 2019 or until a suitable candidate is found. Electronic application is required and must be submitted through eTerp at <https://ejobs.umd.edu> . Applications will be kept confidential.

*The University of Maryland Is an Equal Opportunity and Affirmative Action Employer.
Women And Minorities Are Strongly Encouraged To Apply.*