



POSITION DESCRIPTION

Engineering Manager

Job Type: Fulltime

Department: Engineering (Civil/Traffic/Transportation)

Reporting Structure: Chief Operating Officer

Job Location: Houston, Texas

Responsibilities

- Serves as group leader with both program/project management and technical management responsibility.
- Lead responsibility for Gunda Corporation for winning, production, and delivery of all Department projects, and for Department technical support to projects led by other Departments.
- Lead Gunda Corporation responsibility for client relations with all current/past clients for Department projects (unless specifically assigned to other Department) and for business development with these clients, as well as new clients identified within the Department's engineering discipline/geographical focus.
- Manage and lead the Department employees to accomplish all Department projects in a manner consistent with Gunda Corporation values. Recommends personnel and resources required to carry out Departmental workload as a program. Oversees the technical, legal, and financial issues of an entire group and group projects. Determines group objectives and requirements. Develops standards and guidelines. Develops, mentors and trains staff on all aspects of project production and delivery.
- Maintains awareness of technical advancement related to Department mission focus and assigns or personally assumes Gunda Corporation role as technical proponent for such areas.
- Develops and maintains Department standards, guidelines and procedures which comport with and support Gunda Corporation standards, policy and procedures.
- Responsible for financial performance of all Department projects, services, and expenses, within the Gunda Corporation annual business plan.
- Undertakes all day to day group operating responsibilities; responsible for success of the group.

Essential Skills and Abilities

- Experienced engineering ability and judgment in application of methods and techniques of engineering analysis and design relevant to the functional focus of the department; understanding of related technical processes frequently performed by other consultants and necessary to support analysis and design work of the Department.
- Ability to manage projects through knowledge and experience utilizing skills to include project planning, schedule development, establishment and implementation of project controls, communicating with the project owner, managing risk, and managing change.
- Ability to discern client needs and articulate service offerings responsive to those needs; ability to plan work and develop, and negotiate, cost proposals.
- Ability to lead Department employees and recruit new employees to beneficially contribute to current and future work.
- Creativity, foresight, and mature judgment in anticipating and solving unprecedented problems; able to make and explain decisions and recommendations on extensive organizational activities
- Abilities to set priorities, reconcile direction among competing interests and work on projects and programs with complex features.
- Initiates and maintains extensive contacts with key engineers and officials of other organizations and companies and is skilled in persuasion and negotiation of critical issues.
- Effective oral and written communication skills; routinely interacts with organization leaders, clients, customers, officials, contractors, and others.

Travel or Environment Requirements:

- Visually observing and differentiating details and colors of objects; recognizing sound, tone and pitch; speaking and writing clearly and effectively; adjusting to interruption and changes; working in hot, cold, and noisy work areas; standing, walking and sitting for extended periods; climbing stairs and ladders; dealing with people in tense situations, and lifting up to forty (40) pounds.
- Must have State Driver's License and carry Texas State mandated auto insurance. Must have dependable transportation to attend meetings or to make field visits on a short notice.
- Must be willing and available to conduct or attend some evening and/or weekend meetings.

Qualifications and Education Requirements

Experience: 15+ years (Advanced degree may be substituted for the experience)

Education: Bachelor's Degree in Engineering from an ABET accredited program. Advanced Degree desirable. Engaged in life-long learning to maintain knowledge of contemporary issues.

Licensure and Certification: Professional Engineer License required, specialty certification(s) relevant to the responsibilities and skill requirements desirable.