



925 Bethel Street
5th Floor
Honolulu, HI 96813
808.523.5866
www.g70.design

Job Title: Engineering—Project Manager (Civil)
Date: September 16, 2016
Company: G70
Location/Address: 925 Bethel Street, Fifth Floor, Honolulu, HI 96813
Department: Civil Engineering
Exempt/Non-Exempt: Exempt
Position Reports to: Principal-Civil Engineering

Position Summary: Serve as Project Manager—Civil Engineering for a variety of complex engineering projects, including but not limited to the following type of projects: site development, transportation, water supply, wastewater, utility infrastructure, stormwater management and sustainable design. Responsible for supervising and performing civil engineering duties in planning, design, construction, maintenance and/or operation of project work. Perform research, site visits, data collection, report writing, interaction with clients and technical experts, and community involvement.

Essential Duties (Major Responsibilities/Activities):

- Direct and oversee one to several complex civil engineering projects operating simultaneously.
- Interprets, organizes, executes and coordinates assignments.
- Work independently on planning, design and/or research on civil engineering projects that involve anticipating and solving unprecedented problems.
- Supervise teams and ensures accurate completion of projects on time and within budget.
- Conduct field investigations and site visits for observation of construction.
- Technical writing, analysis and interpretation of engineering reports and calculations.
- Analyze survey reports, maps, drawings, construction plans, aerial photography, and other topographical or geological data.
- Prepare and supervise work plans, fee proposals, and schedules.
- Prepare and supervise construction plans, specifications, cost estimates, contract documents and technical reports.
- Lead project team meetings
- Represent company in meetings with clients, consultants, government officials and community members.
- Provide technical advice regarding planning, design, construction and maintenance to in-house team members, clients, officials, contractors and others.



925 Bethel Street
5th Floor
Honolulu, HI 96813
808.523.5866
www.g70.design

- Prepare and present public reports such as but not limited to bid proposals, Engineering Reports environmental impact statements, or property and right-of-way descriptions.
- Keeps informed of new developments and requirements of the profession and recommends changes in programs or operations.
- Assists with preparation of responses to Request for Proposals (RFP) and Request for Qualifications (RFQ).
- Assists with preparation and negotiation of fee proposals and contracts.

Nonessential Duties:

- Participation in professional organizations such as ASCE, ACECH, HSPE, AWWA, SAME
- Administrative responsibilities.
- Other duties as assigned.

Minimum Qualification Requirements:

To perform successfully in this position, an individual must be able to perform the essential duties above in a satisfactory manner. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Education/Experience

- Qualified candidate must have a BA/BS in Civil Engineering from an accredited college or university.
- A minimum of 10 years experience in the field of civil engineering with a minimum of 3 years supervising engineering teams on projects.
- Ideal candidate will have current registration in the State of Hawaii for civil engineering or ability to obtain license.
- Demonstrated knowledge of City, County, State of Hawaii and Federal design standards and regulations

Language Skills

- Excellent written and oral communication skills.
- Ability to present project materials and information clearly and concisely.
- Excellent organizational skills.

Other Skills

- Advanced, thorough and broad knowledge of current principles and practices of engineering and demonstrated ability to analyze, interpret and make decisions based on this knowledge or changing practices in the field.
- Proficiency in computer-aided design and software including AutoCad, Land Desktop/Civil3D, MS Office including MS Project



925 Bethel Street
5th Floor
Honolulu, HI 96813
808.523.5866
www.g70.design

- Understand, analyze and process complex technical information and materials.
- Conduct direct source research techniques, including technical reference documents, government regulations and maps.
- Coordinate effectively with government representatives, project consultants and client representatives.
- Demonstrate and use of sound discretion, initiative and independent judgment.
- Proven ability to work with little to no supervision.

Submit Cover Letter/Resume; ongoing
until positions are filled to:

G70

925 Bethel St., 5th Floor
Honolulu, HI 96813

Attn: Human Resources (for Civil PM)

Via email: humanresources@g70.design

Via fax: (808) 523-5874

<http://www.g70.design/>

G70 is an Equal Opportunity / Affirmative Action Employer