

**Job Description**

Full time – Senior Project Engineer or Project Manager

Location: San Jose, CA

**Responsibilities**

- Conduct HVAC heating and cooling load calculations, equipment selection, duct and pipe sizing, etc.
- Layout and coordinate mechanical systems which includes equipment, duct and piping, etc.
- Effectively manage time to meet project deliverables and schedules
- Interface with other engineers in the office and work as a team for a common goal
- Work with project architects, general contractors, owners, consultants, and other MEP team members from project start to completion
- Provide supervision and technical support to younger engineers in the office
- Interact and communicate with our field personnel to resolve field issues/conflicts, ensure the installation meets the project schedule and cost estimates
- Buyout and procurement of equipment and material
- Manage overall project financials
- Develop client base and nurture relationships for future sales leads
- Negotiate and manage subcontractors
- Manage the project closeout process

**Education & Relevant Skills**

- 3-5 years' experience in commercial/industrial mechanical contracting
- Min. BS in Mechanical Engineering from a four-year university
- EIT or PE license preferred but not requirement
- Experience with LEED or LEED accreditation
- Proficient in MS Office Suite
- REVIT & BIM experience a plus
- Experience in commercial HVAC construction (new construction or tenant improvement) specifically with project management, estimating, and design.
- Excellent understanding of engineering fundamentals; psychrometrics, system design, energy analysis
- Excellent written and verbal communication skills
- Initiative and drive to do what it takes to get the job done
- Have a strong understanding of local building and mechanical codes and Title 24
- Be a self-starter and able to work independently and seek answers on your own
- Strong analytical and problem-solving skills
- Have had experience in estimating, engineering and project management
- Taking ownership of a project and leading it to successful completion

**Please send resume with cover letter and references highly recommended**