

Schedule Engineer

Location: On-site
Job type: Full-time
Division: General Engineering

About Us:

Located in Oakland, California, Monterey Mechanical Company is a mid-sized industrial contractor and metal fabricator. Our current annual revenues are approximately \$100 million with approximately 80% construction, 15% HVAC and metal fabrication and 5% industrial maintenance.

With more than 80 years of continuous service, we are passionate about providing our employees with the opportunity for career advancement and a great place to work. We are family-oriented and highly value the expertise and experience of our team.

Why Monterey Mechanical:

- Career growth potential
- Outstanding company culture: work/life balance, friendly team environment, and employee recognition programs
- Opportunity to participate in community outreach programs and other charitable endeavors
- Competitive salary

Position Overview:

Reports to Senior Project Manager; responsible for the creation and management of the construction schedule from post-bid through construction.

Key Responsibilities:

- Prepare and build all project schedules collaboratively with the project teams.
- Participate in all phases of construction planning and scheduling process, including creating contracts, procurement, baseline, and tracking schedules.
- Participate in pursuit opportunities with business development, including interviews, presentations, and the creation of proposal schedules.
- Perform job walks to review job status and apply construction sequencing knowledge to maintain project schedules accurately.
- Identify and effectively communicate schedule challenges, risks, and conflicts to stakeholders and provide corrective suggestions and creative solutions.
- Assists project teams in schedule sequencing, methods of construction, project delays and impacts, alternate work plans, and recovery schedules.
- Participate and provide feedback in project pre-planning, post-construction, and monthly project status review meetings.
- Develop and facilitate schedule training programs for internal team members or foremen to ensure that the work performed complies with contractual agreements.
- Performs other duties as assigned.

Qualifications:

- 4+ years of construction project scheduling experience or equivalent project management/scheduling experience in a related position.
- Wastewater/water treatment plant experience preferred.
- Proficiency in Microsoft Office applications (Excel, Word, etc.)
- Proficiency in Primavera (P6) Software (preferred), Procore, SAP, or other construction project management software or are willing to learn.
- Can read and understand plans, drawings, and specifications.
- Can recognize areas of concern and potential improvements to schedule sequencing.
- Strong knowledge of construction means and methods, scheduling software, and implementation during job visits.
- Strong knowledge of work activity sequence, durations, and critical path method.
- Ability to establish and maintain collaborative and ongoing relations with supervisor/s, co-workers, vendors, and business associates.
- Excellent interpersonal, organizational, and communication skills.

Physical Demands:

- Persons performing service in this position will lift up to 50 pounds of force or exert up to 20 pounds or more frequently to lift, carry, push, pull or otherwise move objects.
- This type of work involves sitting, standing, walking, kneeling, bending, and climbing for a varied amount of time.
- Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Salary Range:

\$90,000 to \$120,000 Annually

Pay may vary based upon relevant experience, skills, location, and education among other factors.

How to Apply:

Email your resume to hr@montmech.com.

Security Advisory: Your Personal Data Privacy

Any personal information you provide Monterey Mechanical Co. will be absolutely confidential. Any emails from Monterey Mechanical Co. team members will originate from an @montmech.com email address. If you encounter anything that raises suspicions during your interactions, we encourage you to exercise caution and suspend or discontinue communications.

Notice To Third Party Agencies

Please note that Monterey Mechanical Co. does not accept unsolicited resumes from recruiters or employment agencies. In the absence of a signed Recruitment Fee Agreement, Monterey Mechanical Co. will not consider or agree to payment of any referral compensation or recruiter fee. If a recruiter or agency submits a resume or candidate without a previously signed agreement, Monterey Mechanical Co. explicitly reserves the right to pursue and hire said candidate(s) without any financial obligation to the recruiter or agency. Any unsolicited resumes, including those submitted to the HR department, are deemed to be the property of Monterey Mechanical Co.

Equal Opportunity Employer

Monterey Mechanical is an equal opportunity employer and is strongly committed to implementing its Equal Employment Opportunity/Affirmative Action Policies. We will not discriminate against any person on the basis of ancestry, marital status, race, religion, color, national origin, sexual orientation, gender, disability or medical condition.

We maintain a drug-free workplace and perform pre-employment substance abuse testing.