

Project Engineer: Project Engineer

Responsible for the day-to-day tactical duties for assigned programs. Oversees and coordinates the cost/schedule/technical aspects of ongoing engineering projects within the program guidelines set by the Program Manager and customer. Serves as single point-of-contact between engineering project management and planning, engineering project team, and line management. Reviews status of engineering projects and budgets; manages schedules and prepares status reports. Assesses engineering project issues and develops resolutions to meet productivity, quality, and customer-satisfaction goals and objectives. Develops mechanisms for monitoring engineering project progress and for intervention and problem solving with engineering project managers, line managers, and customers. Provides the coordination between resource managers/supervisors and ensures all necessary reviews and approvals are received. May conduct performance/project analyses during phase-down to benefit future/other engineering projects, missions, and programs.

Guidance Given/Assignments Received

Assignments are received in task-oriented terms. Provides direction to program team members using established policies and precedents. Work is reviewed for soundness of judgment and overall quality and efficiency.

Supervisory Relationships

Reports to Manager and/or Director of Project Engineering. Accomplishes tasks mainly through interaction and direction to engineering project team, could provide direction to non-exempt and entry-level exempt employees.

Program Complexity

Developed or mature program with well defined program plans and delivery methodologies

Impact

Ensures that engineering projects are completed on schedule following established procedures and schedules. Erroneous decisions or recommendations or failure to achieve results might cause delays in program schedules and result in the allocation of more resources.

Liaison

Manages small to intermediate engineering project teams. Liaison normally involves specific phases of a task, engineering project or operation. External contacts involve routine matters to understand, track, drill down, and question activities and issues in all functional areas in order to influence management and resolve conflict. Negotiation, leadership, assertiveness and follow-through skills are key to successful completion of tasks. Conducts briefings to Senior Management on project health.

Scope

Responsible for the day-to-day tactical duties for assigned programs. Plan, direct or coordinate activities within specific programs. Analyzes workflow and assigns or schedules work to meet priorities and goals. May test, revise and/or correct errors in programs and/or systems. Meets with program managers, support staff, vendors, and customers to solicit cooperation and resolve problems. Develop and implement recovery plans for off-schedule and unanticipated events. Generate various reports/deliverables.

Minimum Education and Experience

3+ years of project engineering or related technical experience in a government contracting environment w/ BS with an emphasis in business, engineering, science or related field. Strong knowledge of project management tools and procedures. Strong people management, negotiation and presentation skills.