

JOB DESCRIPTION

Job Title:	Civil Engineer (P.E.) – Aviation Group Manager	Location:	Anchorage or Palmer Office
Department:	Aviation	Reports to:	Principal Engineer
Schedule:	Monday-Friday 8:00AM - 5:00PM (Flexible)	Status:	Full-Time/Regular

COMPANY SUMMARY

HDL Engineering Consultants, LLC (HDL) is a leader in providing civil, geotechnical, transportation and arctic engineering, environmental and earth science, surveying, and construction management services in Alaska, with offices in Anchorage, Palmer, and Kenai. We are looking for a motivated and detail oriented person to fill an Aviation Group Manager position in our Anchorage or Palmer office.

POSITION SUMMARY

A successful candidate will be responsible for advancing HDL’s aviation engineering market and managing aviation projects including: airport layout plans; airport master plans; and planning and design of new or upgraded runways, taxiways, aprons, access roads, navigational aids, pavement, markings, and lighting systems in both urban and rural Alaska.

Required Job Qualification:

- Bachelor’s degree in Civil Engineering from an accredited college or university
- Minimum of 8 years of experience in aviation engineering
- Professional State of Alaska Engineering License (Civil), or ability to obtain in within 6 month of hire
- Proficient in Microsoft Office (Word, Excel, Outlook, and PowerPoint)
- Familiar with AutoCAD and Civil 3D
- Excellent verbal and written communication skills
- Valid Alaska Driver’s License and a good driving record

Desired Job Qualifications:

- Master’s in Civil Engineering from an accredited college or university
- A commercial or private pilot’s license

Essential Job Functions:

- Prepare competitive proposals and fee proposals for new aviation work.
- Develop new client relationships and maintain relationships with existing clients.
- Manage and supervise planning and design of airport runways, taxiways, aprons, access roads, navigational aids, pavement, markings, and lighting systems in both urban and rural Alaska.
- Prepare and/or oversee the production of aviation design work using FAA design criteria.
- Communicate (verbal and written) with clients.
- Manage and oversee engineers, engineering assistants, and other technical staff.
- Write specifications, reports, and memos.
- Coordinate with subcontractors when necessary.
- Keep projects on schedule and within budget.
- Maintain client satisfaction.
- Perform other duties as needed.

CIVIL
ENGINEERING

 GEOTECHNICAL
ENGINEERING

 TRANSPORTATION
ENGINEERING

 ENVIRONMENTAL
SERVICES

 PLANNING

 SURVEYING
& MAPPING

 CONSTRUCTION
ADMINISTRATION

 MATERIAL
TESTING

 RIGHT-OF-WAY
SERVICES

Work Environment

This position involves both fieldwork and office work. When working in an office setting this role routinely uses standard office equipment such as computers, phones, photocopiers, filing cabinets, etc. This position may also be required to periodically occasionally climb, kneel or crouch, and reach with hands and arms.

HDL provides a fun, interesting, and flexible work environment for our talented employees. In 2014, we were once again recognized by the Alaska Journal of Commerce as one of the Best Places to Work in Alaska. We offer competitive salaries, excellent benefits, challenging projects, and great co-workers and clients.

How to Apply

If you think you would be a good fit for this position and are qualified and interested in applying, please complete the application form located on our web site: www.hdlalaska.com. A resume may be submitted as an attachment to the completed application. Submit to: info@hdlalaska.com.

Equal Opportunity Employer