Cost & Schedule Engineer – Architectural & Engineering Projects

Responsibilities

• Analyze the scope of work and design or Request-For-Proposal (RFP) criteria to ensure reasonable costs and schedules are accounted for prior to contract award of engineering services for military facilities and infrastructure projects.
• Participate with and provide counsel to Design Managers and Construction Managers in preparation for and during pre-construction conferences with contractors, designers, and activities to discuss technical or design aspects and challenges.
• Analyze contractor cost and schedule proposals to determine reasonableness of materials, labor, equipment, supporting services and overhead.
• Perform Time Impact Analysis (TIA) in support of changes to design and/or construction contract changes in support of efforts lead by Design Managers and Construction Managers.
• Prepare in-house work effort and contractor oversight schedules for improved gov’t operational efficiency.

Qualifications

1) Provide technical and administrative guidance in preparing architectural/engineering cost estimates and schedules for both, the design efforts and the follow-on construction efforts for military facilities and infrastructure projects under the purview of the Capital Improvements Business Line.
2) Monitor the use of assigned project resources to ensure projects are tracking to cost and schedule as planned and recommend corrective action(s) to help the Design Managers and Construction Managers maintain project budget and schedule requirements.
3) Provide recommendations for resolving cost issues due to design errors, unforeseen conditions, market changes or other less common changes.
4) Prepare and present briefs related to costs, schedules, design analysis, scopes of work, contract negotiations, etc. to assist Design Managers and Construction Managers keep projects on target to meet requirements on budget and on schedule.
5) Proficient in cost estimating analysis and preparation using a cost data base such as R.S. Means, software programs similar or equal to M2, as well as conceptual basics performed using MS Excel.
6) Proficient in schedule development and analysis using scheduling software similar and equal to Primavera P6 as well as basic concept simplified schedules using MS Excel and Project.

You will be evaluated for this job based on how well you meet the qualifications above. Your resume is the key means we have for evaluating your skills, knowledge, and abilities, as they relate to this position. Therefore, we encourage you to be clear and specific when tailoring your resume to describe your experience and accomplishments.
Additional Information

• This position is located at Naval Air Station Lemoore, Lemoore, CA, in the Facilities and Engineering Acquisition Division (FEAD) of the Public Works Department.
• Perform occasional overtime to match operational tempo.
• Typical 40-hour work week is required.
• Visit construction sites occasionally with the Construction Managers to situational awareness and validation.
• Crouch, stand, climb kneel and stoop while on jobsites and very occasionally in tight or confined spaces.
• Work indoors predominantly and occasionally outdoors, typically while at job sites.
• Required to wear personal protective equipment (PPE) when appropriate; always when on active job sites.

Security clearance: Secret

Education:

• Bachelor’s degree in Engineering (civil, structural, fire protection, mechanical or electrical; ABET accredited) or Architecture (CARB accredited)

GS/WG Level(s):

• GS-12.

Conditions of Employment

• Obtain and maintain a current valid United States driver’s license.
• Obtain and maintain an interim and/or final security clearance prior to entrance on duty. Failure to obtain and maintain the required level of clearance may result in the withdrawal of a job offer or removal.

REQUIRED SUPPORTING DOCUMENTATION:

• Transcripts showing at least Bachelor level graduation in Engineering or Architecture.