Distribution Project Manager

Company

Substation Engineering Company (SECo) is a full-service engineering and design firm delivering high-quality solutions to electric utilities nationwide. Our expertise spans substation, switchyard, transmission, and distribution projects, enhanced by advanced laser scanning and 3D modeling capabilities. We integrate strong engineering fundamentals with efficient, forward-thinking processes to deliver safe, reliable, and constructible solutions for critical infrastructure.

At SECo, our culture revolves around collaboration, accountability, and continuous improvement, where individuals are empowered to take ownership and make an impact with our ever-evolving power utility clients.

Job Description

Mid to senior level position focused on improvement of existing electrical underground and aerial facilities and the installation or expansion of new electrical underground and aerial facilities for utility clients.

Main Duties

- Takes responsibility and accountability for leading engineering design projects to ensure they are executed in a safe, efficient, cost effective and timely manner.
- Participates in the development of project proposals for both new and existing clients.
- Creates project schedules, plans, and estimates accurately.
- Defines the project scope clearly and ensures compliance with contract requirements.
- Fosters effective communication with clients and internal stakeholders to ensure that the client's expectations are exceeded.
- Organizes and leads effective project meetings with internal and external stakeholders.
- Generates effective project reporting per internal and client requirements.
- Establishes project technical requirements including the approved design basis, standards, and all applicable regulatory and code requirements.
- Manages the contract including delivery of all project financial goals.
- Plans the engineering design activities to meet the project schedule and drive the schedule.
- Monitors project performance on an ongoing basis to identify issues and opportunities early.
- Develops preventative and corrective measures to address project lessons learned and deficiencies.
- Ensures proper QA/QC procedures are complete and coordinates project interdisciplinary reviews.
- Performs final reviews of distribution designs (electrical and civil).
- Provides timely and effective project turnover and close-out documentation.
- Reviews and approves project invoices.
- Interfaces with the Accounting Department to help resolve any billing issues.

Desired Education, Experience and Training

- Bachelor's Degree in Engineering.
- PE License and/or PMP Certification preferred.
- 7+ years of experience in an engineering organization with at least 2 years of project or engineering management.
- Thorough understanding of electrical utility procedures, practices, and construction means and methods is preferred.
- Proficiency with Project Management tools such as MS Project, Primavera P6, and Microsoft Office preferred.
- Strong analytical and problem-solving skills.
- Accuracy and attention to detail as well as ability to drive deadlines and complete assignments.
- Excellent written and verbal communication skills in English.
- Commitment to customer service and ability to work in a team-oriented environment.

Compensation & Benefits

The anticipated hourly rate for this position is $120,000-$150,000, depending on qualifications and relevant experience. Candidates with exceptional, directly relevant expertise may be considered outside the anticipated range, subject to the scope of the role, internal equity, and compensation approval.

We offer a comprehensive benefits package, including:

- Medical/Dental/Vision Insurance
- Flexible Spending Account (FSA)
- Paid Holidays
- Generous PTO (Paid Time Off)
- Group Life Insurance/LTD/AD&D
- Employee Assistance Program (EAP)
- 401(k) Match
- Voluntary Benefit Plans
- Paid Parental Bonding Leave
- Gym Membership Reimbursement
- FE/PE Support
- Collaborative, Fun and Flexible workplace

Position Classification

- Exempt