

Posting Period

June 30, 2015 –
Open Until Filled

Compensation

Starting salary range is
\$6,678/mo - \$8,680/mo

Benefits

This position offers an excellent benefits package, including coverage for medical, prescription, dental and vision.

FLSA Status

Non-Represented
(Exempt)

Department

Engineering

Reports To

Sr. Project Manager,
Engineering

To Apply

<https://careers.portoftacoma.com>



For question or inquiries, please
contact the Human Resources
Department at
hr@portoftacoma.com



www.portoftacoma.com

Job Summary

This position leads and manages projects integral to the business plans and initiatives of the Port. This position provides leadership, project management, and accountability for all phases of projects and ensures the completion of project scope within the approved schedule and budget. Duties include; developing, coordinating, and directing several concurrent high complexity projects, and providing high level customer service to all stakeholders. Projects involve buildings, site development, waterfront structures, railroads and utilities.

Essential Functions and Duties

- Manages all aspects of complex projects and is accountable for the delivery of projects consistent with defined scope and approved budget and schedule.
- Ensures timely and accurate reporting. Prepares project status reports and develops project budget estimates and project schedules, as required. Reviews and recommends corrective actions when projects deviate from engineering estimates, schedules, or contract documents.
- Evaluates Port facilities, including marine structures and makes recommendations about the condition, use, and capacity of facilities and structures. Investigates, analyzes and recommends solutions and methods of repair and correction in the maintenance and modification of facilities.
- Provides effective communication to all levels of the organization, customers, port constituents, and other agencies.

Required Experience and Education

The minimum education requirement is a Bachelor's Degree in Engineering, Architecture, Construction Management or related field. A Washington Licensed Professional Engineer or Architect certification is required. A Master's degree in Engineering or related field is preferred.

Previous job experience required should include a minimum of six (6) years of responsible experience in positions involving assignments in surveying, inspection, drafting, construction, engineering estimating and design. Client management, complex project assignments, diverse service experience is desirable. Experience must also demonstrate skills in leadership, independent project management, and accurate construction cost estimating, construction management, clear and concise specification writing, coordination and management of multi-discipline engineering teams and consultants. Preferred experience includes work in the Port and/or Maritime industry in the design and project management of marine facilities, including; cargo terminals, docks, piers, wharfs, bulk cargo terminals and marine structures.

Project Manager II, Engineering - Recruitment #311

Knowledge, Skills, Abilities & Other Work Characteristics

Knowledge:

- Advanced knowledge of site work and commercial & public works construction, experience in the management of multiple concurrent design/construction projects in the \$500K to \$20M range, including supervision of design and construction professionals.
- Advanced knowledge of project management principles, practices and procedures, cost estimating and budget and schedule management.
- Advanced knowledge of construction management principles, practices and procedures.
- Advanced knowledge of engineering and architectural design principles, practices, and procedures.
- Working knowledge of federal, state, and local regulatory regulations, guidelines, and procedures as they relate to Port construction projects.
- Knowledge of federal grant process and ability to address typical grant issues.
- Knowledge of Port operations and understanding of inter-department, staff and Port functionality is required.

Skills:

- Proven effective communication skills, both written and verbal including negotiation and presentation skills.
- Advanced research and analysis skills.
- Proficient computer skills including the use of Microsoft Office Suite applications, Maximo, CM13, and various Port computer applications.
- Excellent technical, mathematical, common sense, organizational and time management skills.

Abilities:

- Ability to coordinate, manage, and lead multi-discipline teams in engineering, design, and construction.
- Ability to manage multiple high complexity construction projects simultaneously.
- Ability to interact, present and explain complex information to Commission, Port executive and senior staff, Facilities staff and project sponsors. Ability to maintain effective and cordial relationships with Port staff, customers, stakeholders, and other government agencies. Ability to function smoothly in a team oriented environment.
- Ability to be a tactical thinker and skilled in recognizing and responding to institutional political climate requirements. Must possess the ability to function smoothly in a team oriented environment.
- Ability to perceive problems in advance and to develop likely solutions.

Individual must possess the ability to align with the vision, goals, and core values desired at the Port of Tacoma; demonstrates enthusiasm, vitality and creativity; demonstrates a strong customer service attitude and treats all individuals with courtesy, dignity and respect and actively supports and clearly communicates the goals, objectives and strategies of their individual department, Lines of Business and the Port.

Benefits

As an employer of choice, the Port is proud to offer an excellent benefits package. This includes medical, prescription, vision and dental with no out of pocket employee premiums and full coverage for employee, spouse and all eligible dependents. In addition, the Port also offers vacation, twelve paid holidays, sick leave, bereavement leave, participation in the Washington State Public Employees' Retirement System (PERS) and a Port-funded Voluntary Employee Beneficiary Association (VEBA) account for out-of-pocket health related expenses for employees and their eligible dependents.

Employment Eligibility

In accordance with the Immigration Control and Reform Act of 1986, all persons offered employment must provide acceptable proof of identity and authorization to work in the United States. Proof will be required prior to employment.

The successful candidate must possess (or obtain within 30 days of employment) a valid driver's license. Candidate must be able to successfully complete a post-offer substance abuse test (includes both drug and alcohol) and background investigation. Candidate must also be able to obtain/maintain a Transportation Worker Identification Credential (TWIC), which is a program managed by the Department of Homeland Security (DHS). Information on this program can be viewed [here](#).

Application Process

All applicants **must** complete a Port of Tacoma application online at <https://careers.portoftacoma.com>. All applications must be submitted on or prior to the closing date. **Only applications meeting the qualifications based on the information provided may be considered for interview.**

(The conditions of employment for this position are "At-Will" which means that either the Port or an employee can terminate the employment relationship at any time and for any reason not prohibited by statute. No supervisor, manager or director of the Port, other than Chief Executive Officer, has the authority to alter these employment conditions.)

THE PORT OF TACOMA IS AN EQUAL OPPORTUNITY EMPLOYER COMMITTED TO PROMOTING AND ENCOURAGING DIVERSITY IN THE WORKPLACE.

