

## **WHO WE ARE**

Supported by more than 3,000 employees in nearly 100 locations across the United States, we provide a full continuum of engineering and consulting services, including design, planning, architectural, environmental, construction and program management. Our clients include U.S. federal, state and municipal governments, foreign allied governments, and a wide range of commercial clients. Michael Baker is committed to delivering a standard of excellence that fosters a culture of innovation, collaboration and technological advancement to help solve our clients' complex challenges.

## **CONSTRUCTION PRACTICE**

Michael Baker International's Construction Services staff supports clients by acting as their trusted on-site agent through all phases of construction, from pre-design to close-out, by providing qualified construction managers, inspectors, constructability reviewers, schedulers, estimators and safety experts. As new technologies evolve throughout the construction industry, innovative ideas are required to maintain and deliver successful construction projects.

## **DESCRIPTION**

Michael Baker International is seeking a Construction Services Associate to join the team in our Moon Township, PA office. The successful candidate will be working within the Construction Services Department, which is responsible for all aspects of building and site construction including estimating, scheduling, construction inspection, project management, and construction management. The position will expose the candidate to all of these facets and assist in developing a well-rounded skillset capable of independently handling job assignments in any of these areas.

Some of the skills that will be developed include:

- Quantity takeoff
- Cost estimating
- Project schedule creation
- Constructability reviews
- Schedule evaluation
- Bid solicitation and analysis
- Meeting documentation
- Coordination of contractors
- Submittal reviews
- Invoice approval
- Change order management
- Maintaining owner relationships

## **PROFESSIONAL REQUIREMENTS**

- Bachelor's Degree in Civil Engineering, Construction Management, Architectural Engineering or related field
- 0-2 years of related experience under a registered professional

- Basic understanding of building construction (including building components, systems, materials and assemblies), proficiency in reading construction documents, estimating experience, scheduling familiarity, document review capability, design knowledge (of any discipline), construction inspection experience, and strong mathematical/analytical skills are a plus
- Ability to think and solve problems creatively, attention to detail, ability to work as a team member, technical writing skills, strong communication skills
- EIT preferred
- Experience with P3/P6, Microsoft Office Suite, Adobe Acrobat, MS Project, Primavera, AutoCAD, Revit/BIM, and estimating software is desirable
- Availability to occasionally travel to project sites

### **MICHAEL BAKER INTERNATIONAL EEO STATEMENT**

Michael Baker International is proud to be an Affirmative Action/Equal Opportunity Employer. Michael Baker International provides equal employment opportunity for all persons, in all facets of employment. Michael Baker International maintains a drug-free workplace and performs pre-employment substance abuse testing and background checks. We encourage all qualified applicants to apply for any open position for which they feel they are qualified and all will receive consideration for employment without regard to race, color, religion, age, gender, sexual orientation, gender identity, national origin, citizenship status, marital status, genetic information, disability, protected veteran status or any other legally protected status.

EEO is the Law. Applicants to and employees of Michael Baker International are protected under Federal law from discrimination.