



Engineering & Construction

13 job description templates for
engineering and construction roles

Engineering and Construction Roles

Job description templates

Supervisor	2
Welder	3
Product Designer	4
Quality Assurance Engineer	5
Quality Manager	6
Machine Operator	7
Interior Designer	8
Environmental Health and Safety Coordinator	9
Environmental Health and Safety Engineer	10
Electrician	11
Architect	12
Civil Engineer	13
Construction Manager	14

Supervisor

Job description

We are looking for a professional Supervisor. You will manage the work of a team of highly skilled professionals and mediate the collaboration across departments.

- Update the calendar with relevant information (e.g. meeting availability, documents) frequently.
- Communicate with clients regarding the staff's performance.
- Write Performance Improvement Plans, Impact Statements, and applicable action plans.
- Complete regularly scheduled weekly, monthly and quarterly reports (e.g. project reviews, project expectations).
- Consider the best possible solutions for problems that involve multiple stakeholders (e.g. clients, employees, and leaders).
- Delegate challenging work to subordinates.
- Regularly discuss good and bad performance outcomes with subordinates.
- Provide guidance for subordinates regarding professional matters.

Job benefits:

- [X] salary
- [X] vacation days
- Sick, personal, and parental leave
- Child and elder care
- Health insurance
- Retirement plans
- Professional development

Job requirements

- [X] year(s) experience as a Supervisor or relevant roles.
- Strong knowledge of legal guidelines and regulations of the field.
- Excellent communication and organizational skills.
- Excellent verbal and written communication in [X] language.
- [X] degree in Business Administration or relevant fields.

Welder

Job description

We are looking for an experienced Welder. You will help put together various mechanical parts ranging from outdoor lighting, light steel assemblies, to building construction.

- Cut and measure materials to prepare them for welding.
- Build specifications according to blueprints and plans.
- Inspect, produce and setup assemblies in accordance with drawings.
- Monitor the voltage and wire speed for welding machines in order to properly fuse metals.
- Exercise safe work habits.
- Use hand scrappers and power chippers to grind and chip excess spatter or slag.
- Notify the supervisor of defects within the materials and the equipment.
- Inspect assemblies for defects.

Job benefits:

- [X] salary
- [X] vacation days
- Sick, personal, and parental leave
- Child and elder care
- Health insurance
- Retirement plans
- Professional development

Job requirements

- Knowledge of procedures for welding different types of metals (e.g. steel, aluminum, and cast iron)
- [X] year(s) experience as a Welder deploying a variety of welding techniques and tools.
- Ability to lift at least [X] pounds.
- Good hand-eye connection and great attention to detail.
- High School Diploma.

Product Designer

Job description

We are looking for a passionate Product Designer. You will design products that look good, function well, and stay within budget to maximize profit.

- Identify the appropriate texture, materials, and key technical work.
- Work with purchasing manager to procure the appropriate materials at the best value.
- Watch consumer trends to identify desirable product traits.
- Consider comfort and usability when designing new products.
- Sit in on feedback sessions to obtain feedback from the users.
- Modify products in accordance with feedback from users and test groups.
- Review budget and monthly expenditures to understand whether certain costs are feasible.
- Reconcile petty cash and other spending accounts.
- Work closely with other product specialists and product managers.

Job benefits:

- [X] salary
- [X] vacation days
- Sick, personal, and parental leave
- Child and elder care
- Health insurance
- Retirement plans
- Professional development

Job requirements

- An exceptional eye for color and shapes, usability and durability.
- Ability to spot and anticipate product flaws.
- [X] year(s) experience in Product Design.
- Knowledgeable about business acumen.
- Excellent verbal and written communication in [X] language.
- [X] degree in Product Design or relevant fields.

Quality Assurance Engineer

Job description

We are looking for an experienced Quality Assurance Engineer. You will develop the processes that keep our product's highest standard and meet both external and internal requirements.

- Conduct investigations to perform a Root Cause Analysis (RCA) for faulty processes.
- Develop standardized plans for the testing of procedures and outcomes.
- Document defects in product performance and/or functionality.
- Document quality records, statistical analysis, and other relevant data.
- Provide workshops to develop buy-in from stakeholders and process participants.
- Develop strategies and methods for continuous improvement.
- Facilitate pilot testing of newly developed processes.
- Provide instructions about improved methods for replication in other locations.

Job benefits:

- [X] salary
- [X] vacation days
- Sick, personal, and parental leave
- Child and elder care
- Health insurance
- Retirement plans
- Professional development

Job requirements

- Knowledge of quality improvement and engineering project methodologies.
- Sound understanding of applicable law and regulations.
- [X] year(s) experience in Quality Assurance.
- Hands-on experience in quality assurance's data analysis and methodologies.
- Strong eye for detail and organizational skills.
- [X] degree in Civil Engineering or relevant fields.

Quality Manager

Job description

We are looking for a thorough Quality Manager. You will bring our product to the next level by improving its consistency, superiority, and delivery.

- Design and establish new procedures for quality control.
- Review customer requirements as a basis for process changes.
- Ensure that nationwide and international locations share a consistent product quality.
- Compliance with health and safety guidelines and regulation.
- Inspect and evaluate final output.
- Provide outlines of production procedures in order to train new employees.
- Use the appropriate tools to document performance and analyze data.
- Present periodical reports to the management team.
- Identify critical process and project flaws throughout the product development procedures.

Job benefits:

- [X] salary
- [X] vacation days
- Sick, personal, and parental leave
- Child and elder care
- Health insurance
- Retirement plans
- Professional development

Job requirements

- Flawless data analysis skills.
- A proven track record of handling large scale implementations.
- Ability to measure processes with precision.
- Excellent communication and organizational skills.
- Solid knowledge of quality control procedures and practices.
- Excellent verbal and written communication in [X] language.
- [X] degree in Business Administration or relevant fields.

Machine Operator

Job description

We are looking for a high skilled Machine Operator. You will take full charge of the operation and maintenance of our machines to ensure efficiency in production.

- Read and understand blueprints.
- Work with equipment that requires precision on a daily basis.
- Interact with Machines and Equipment that utilize CAD or CAM technology.
- Fix machine errors in order to increase production.
- Communicate software errors/incompatibility to line managers.
- Use goals sheet to track machine output on an hourly basis.
- Ensure that machine fittings, and moveable pieces are in the right position before activating the equipment.
- Make sure that machines are fully stocked with raw materials in order to produce the desired product.
- Change machine fittings when the factory changes production items.

Job benefits:

- [X] salary
- [X] vacation days
- Sick, personal, and parental leave
- Child and elder care
- Health insurance
- Retirement plans
- Professional development

Job requirements

- A proven track record of working as a Machine Operator or relevant roles.
- Solid technical knowledge and problem solving skills.
- Ability to maintain repetitive movements with extreme precision.
- Health and Safety Certification training from the Occupational Safety and Health Administration (OSHA) or other related regulatory industry.
- High school diploma or equivalents.

Interior Designer

Job description

We are looking for a progressive Interior Designer. You will manage the look and feel of the space design of a variety of projects.

- Design layouts for different spaces that are practical yet aesthetically pleasing.
- Develop a guideline for color and texture combinations for the spaces.
- Assess the look and feel of existing spaces.
- Draw design blueprints and present layouts and mockups to stakeholders.
- Estimate all costs according to the located budgets.
- Recommend the purchase of decorative non-inventory items.
- Oversee the execution of the design together with architects, designers, engineers, and constructors.

Job benefits:

- [X] salary
- [X] vacation days
- Sick, personal, and parental leave
- Child and elder care
- Health insurance
- Retirement plans
- Professional development

Job requirements

- Strong portfolio of previous interior design projects.
- Knowledge of different design principles, colors and lighting, materials and furniture.
- Great presentation and project management skills.
- Proficiency in Adobe Suite, 3D Max, SketchUp, or relevant design software.
- [X] year(s) experience working in interior design.
- A proven track record of designing interior spaces, consulting interior design, or planning space renovations.
- Excellent verbal and written communication in [X] language.
- [X] degree in Interior Design or relevant fields.

Environmental Health and Safety Coordinator

Job description

We are looking for a responsible Health Safety and Environment Coordinator. You will be responsible for ensuring the organization complies with all environmental, health and safety regulations.

- Ensure that company policies adhere to local, state and federal regulations.
- Train employees on health and safety regulations and associated practices.
- Assess personnel and work space exposure to certain hazardous chemicals.
- Submit reports to Occupational Health and Safety Administration (OSHA) and other relevant organizations.
- Perform regular audits to ensure the company is prepared to submit the appropriate document to defend lawsuits or other unique circumstances.
- Encourage employees to choose practices that will contribute to a safer work environment.
- Advocate for safer work equipment, materials and supplies (e.g. hard-hats, steel toed shoes).
- Track the increase/decrease of on-the-job accidents from year to year.
- Attend seminars/workshops that discuss new regulations and safe practices.
- Work with legislators and politicians to support key local legislation.

Job benefits:

- [X] salary
- [X] vacation days
- Sick, personal, and parental leave
- Child and elder care
- Health insurance
- Retirement plans
- Professional development

Job requirements

- Ability to perform audits, write, and submit reports.
- Appropriate licensure and certification for the geographic region.
- Excellent verbal and written communication in [X] language.
- [X] year(s) experience working with Health, Safety and/or Environmental policy.
- [X] degree in Environmental Health or relevant fields.

Environmental Health and Safety Engineer

Job description

We're looking for a professional Environmental Health and Safety Engineer. You are able to maintain and manage environmental health and safety in the industry.

- Supervise and coordinate all safety and environmental functions according to corporate policy to ensure compliance with Department of Natural Resources and all related local regulations.
- Execute excellent safety and environmental practices on a daily basis.
- Mitigate effluent discharge that may adversely impact the environment.
- Ensure that facility operations and procedures are in accordance with the Spill Act and other applicable laws.
- Ensure a safe work environment and that all practices are in compliance with company and government's regulations.
- Audit and inspect equipment to make sure their operation is within manufacturers' guidelines.
- Produce and submit necessary government reports.
- Initiate and implement safety and environmental training programs for all personnel.

Job benefits:

- [X] salary
- [X] vacation days
- Sick, personal, and parental leave
- Child and elder care
- Health insurance
- Retirement plans
- Professional development

Job requirements

- [X] year(s) experience as an environmental health and safety engineer in related industry.
- Thorough understanding the ISO 14001 program.
- Knowledge of routine medical assistance.
- Knowledge of municipal, state and federal, environmental laws and requirements.
- Excellent verbal and written communication in [X] language.
- [X] degree in Environmental Engineering or relevant fields.

Electrician

Job description

We're looking for an experienced Electrician. You will perform a myriad of functions, from maintenance to installation to evaluation of existing systems.

- Assemble, test, install, and maintain appliances, equipment, and fixtures.
- Diagnose the causes of system failures and/or malfunctioning systems.
- Connect wires to transformers, circuit breakers and other system components.
- Inspect equipment and electric systems for heavy wear and tear and/or defects.
- Advise the management team of critical systems that could be hazardous.
- Use measurement tools to test the continuity of circuits in electrical wiring and systems.
- Draft blueprints that display the position and orientation of critical system components, wiring, and circuitry.
- Connect power cables and equipment by installing ground leads.
- Perform manually taxing tasks, including digging ditches, lifting heavy equipment, and maintaining strenuous positions.

Job benefits:

- [X] salary
- [X] vacation days
- Sick, personal, and parental leave
- Child and elder care
- Health insurance
- Retirement plans
- Professional development

Job requirements

- Certified Practitioner's License or other appropriate licensing.
- A combined knowledge of building construction, mathematics, security and mechanics.
- Successful completion of an apprenticeship program.
- Take responsibility, have great attention to safety procedures and legal regulations.
- Knowledge of appropriate building and fire safety codes for the geography region.
- [X] year(s) experience as an electrician.
- High School Diploma or other education requirement for the position type.

Architect

Job description

We are looking for a seasoned Architect to join our amazing team. You will work on different stages, including designing and supervising constructions.

- Ensure high quality, functional, and creative designs.
- Assess client needs and provide an appropriate timeline.
- Design and present proposals and reports that stay within the timeline and budget.
- Monitor project expenditures to ensure timely completion within the budget.
- Create and finalize blueprints with appropriate software.
- Ensure that all projects are compliant with local, state and federal guidelines, regulations and codes.
- Work with other members of the design team and construction team.
- Report project progress and changes to the management team and stakeholders.
- Visit and oversee project sites on a regular basis.

Job benefits:

- [X] salary
- [X] vacation days
- Sick, personal, and parental leave
- Child and elder care
- Health insurance
- Retirement plans
- Professional development

Job requirements

- Portfolio of relevant architectural work.
- Concrete knowledge of civil engineering requirements, federal guidelines, and regulations.
- Excellent project management and communication skills.
- Excellent sketching skill and good command of relevant software (Revit Architecture, SketchUp, 3D Max).
- Appropriate licensing for the geographic area.
- Excellent verbal and written communication in [X] language.
- [X] degree in Architecture or equivalent.

Civil Engineer

Job description

We are looking for an innovative and detail-oriented Civil Engineer to join our amazing team. This position allows you to grow with a strong company while using your skill set to build critical infrastructure.

- Discuss project needs with the team, clients, outside consultants and other stakeholders.
- Analyze critical data (e.g., site surveys, blueprints, soil samples, technical specifications, or building materials) with appropriate aides, tools, and software.
- Evaluate information to determine whether projects can be completed within the estimated time and costs.
- Use suitable softwares to track project time to completion, anticipate delays, and notify the appropriate personnel.
- Assess proposed sites for health, safety and legal requirements.
- Test construction materials to ensure their strength and resilience to stress factors.
- Use water flow rates, load, and grade requirements to govern design specifications.
- Inspect project sites regularly to assess progress, compliance with regulations, and handle critical situations.
- Lead the professional and technical team in the event of structural repairs, design changes, and other necessary diversions.
- Provide technical expertise.

Job benefits:

- [X] salary
- [X] vacation days
- Sick, personal, and parental leave
- Child and elder care
- Health insurance
- Retirement plans
- Professional development

Job requirements

- Ability to work independently with little or no supervision.
- Ability to assess critical situations and make recommendations.
- [X] year(s) experience in civil engineering.
- Knowledge of standards and industry codes in the geographic region.
- Good command of visualization software like AutoCAD, Autodesk Revit.
- Excellent verbal and written communication in [X] language.
- [X] degree in Civil Engineering or relevant fields.

Construction Manager

Job description

We are looking for an experienced Construction Manager. This position allows you to grow with a strong company while using your skill set to build landmarks.

- Manage expectations with teams, clients, outside consultants and other stakeholders.
- Supervise construction project from start to finish.
- Make sure all deliverables meet deadlines and within estimated costs.
- Review terms of agreements and contracts to gain necessary permits and license.
- Organize, schedule, and lead subordinates to comply with construction standards and safety regulations.
- Perform regular checks of heavy equipment to ensure safety and functionality.
- Manage inventory to meet construction demands.

Job benefits:

- [X] salary
- [X] vacation days
- Sick, personal, and parental leave
- Child and elder care
- Health insurance
- Retirement plans
- Professional development

Job requirements

- A proven track record of managing constructions.
- Solid knowledge of construction process, regulations, standards, and management.
- Ability to handle risks, crises, and conflicts.
- [X] year(s) experience in civil engineering or related field.
- Knowledge of standards and industry codes in the geographic region.
- Good command of construction management software packages.
- Excellent leadership and project management skills.
- Excellent verbal and written communication in [X] language.
- [X] degree in Construction Management or relevant fields.



facebook.com/recruitee/

twitter.com/recruitee

linkedin.com/company/recruitee/

recruit.ee/tainnovators/

blog.recruitee.com/