

**BELLINGHAM MARINE
JOB DESCRIPTION**

Job Title: Associate Engineer
Department: Corporate
Reports To: VP of Engineering
Work Schedule: Monday – Friday, 8 am – 5 pm; additional hours as required
FLSA Status: Exempt
Prepared By: Megan Crowther
Prepared Date: 1/6/2021
Approved By: Craig Funston
Approved Date: 1/6/2021
Fed. Job Cat.: 5

SUMMARY

Come join our team at Bellingham Marine Engineering: We're a growing office that values hard work, competence and initiative. We're looking for registered Professional Engineers experienced in the design of floating and fixed marine structures. Real world experience in engineering and construction is valued and considered essential to this position. Our skilled team has designed numerous award-winning marine structures and we're looking to add even more strength to the group. We provide our employees with competitive compensation, advancement opportunities, a comprehensive benefit program and a healthy work / life balance. Our goal is to empower our employees with the resources and incentives to enjoy success on and off the job.

The Company: Bellingham Marine is the industry leader in the design and construction of floating marinas and associated marine structures. Over the last 60 years, we have a strong history of innovation including the first commercially produced floating concrete marina docks, the first floating golf green and most recently one of the first curved, post-tensioned concrete floating docks. We value our role as the quality and innovation leaders in our industry. We have production plants around the world and much of the engineering for our products is developed in our engineering office in Bellingham, WA.

The Position: As a Structural Engineer, you will provide structural design and analysis of floating and fixed marine structures, evaluate project sites to determine environmental loads, establish and maintain strong working relationships with clients, and interact directly with the production / manufacturing departments of Bellingham Marine to develop practical, high quality products and solutions for the marina industry. Successful candidates will be required to complete an administrative background screen as part of the onboarding process.

The Location: We're located in beautiful Bellingham WA, with easy access to the natural wonders of the Salish Sea as well as the Cascade mountains and the numerous rivers. From sailing or sea kayaking to skiing, snowboarding or mountain biking, there are endless outdoor activities within easy reach. Bellingham is located between Seattle and Vancouver BC and hosts Western Washington University as well as many entrepreneurial start-ups. This makes for a vibrant community that values our quality of life, with year-round recreation, excellent schools, short commutes, and established arts and entertainment venues.

Essential Duties and Responsibilities:

- Evaluate project sites for feasibility and to establish project design criteria.
- Review project plans and specifications to verify stated criteria is consistent with actual site conditions.
- Provide structural design and analysis.
- Develop project timelines and work within project deadlines.
- Provide ongoing monitoring of project progress and report progress to clients as agreed upon.
- Work with Bellingham Marine colleagues to maintain project continuity and integrity.
- Prepare and submit written reports as needed.
- Update job knowledge by tracking and understanding emerging structural engineering technologies and practices.
- Maintain technical proficiency and participate in continuing education opportunities offered.
- Other duties as assigned.

QUALIFICATIONS

The requirements listed below are representative of the knowledge, skill, and/or ability required to perform this job successfully. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Knowledge of engineering principles
- Strong analytical skills and attention to detail
- Strong communication skills, both written and verbal
- Proficiency with computers, Microsoft Office, engineering software, CAD software

EDUCATION and/or EXPERIENCE

Bachelor of Science in Civil or Coastal Engineering with structural concentration. Experience in conventional and prestressed concrete, timber design, and structural steel design. Excel, MathCad, CAD, and programming experience.

LICENSES and/or CERTIFICATIONS

Current registration as an Professional Engineer with the ability to become registered in Washington State.

COMPUTER SKILLS

Ability to use structural analysis software, computer assisted drafting (CAD) equipment and software fluently. Proficiency with MS Office software, including Word, Excel, and Outlook.

LANGUAGE SKILLS

Ability to read, analyze, and interpret general business periodicals, professional journals, technical procedures and instructions, or governmental regulations. Ability to write reports, business correspondence and procedure manuals. Ability to effectively present information and respond to questions from groups of managers, clients, customers, and the public.

REASONING SKILLS

Ability to solve practical problems and deal with a variety of concrete variables in situations where only limited standardization exists. Ability to interpret a variety of instructions furnished in written, oral, or graphic form.

COMPETENCIES:

To perform this job successfully, an individual should demonstrate the following competencies:

- Strong knowledge of engineering fundamentals and their effect on professional ethics, quality control and assurance
- Efficiently manage projects
- Effectively address division and client needs
- Ability to work on a team

PROBLEM SOLVING

Identifies and resolves problems in a timely manner; gathers and analyzes information skillfully; develops alternative solutions; works well in group problem-solving situations; uses reason even when dealing with emotional topics.

TECHNICAL SKILLS

Assesses own strengths and weaknesses; pursues training and development opportunities; strives to continuously build knowledge and skills; shares expertise with others.

CUSTOMER SERVICE

Manages difficult or emotional customer situations; responds promptly to customer needs; solicits customer feedback to improve service; responds to requests for service and assistance; meets commitments.

INTERPERSONAL SKILLS

Focuses on solving conflict, not blaming; maintains confidentiality; listens to others without interrupting; keeps emotions under control; remains open to others' ideas and tries new things.

ORAL COMMUNICATION

Speaks clearly and persuasively in positive or negative situations; listens and gets clarification; responds well to questions; demonstrates group presentation skills; participates in meetings.

TEAMWORK

Balances team and individual responsibilities; exhibits objectivity and openness to others' views; gives and welcomes feedback; contributes to building a positive team spirit; puts success of team above own interests; able to build morale and group commitments to goals and objectives; supports everyone's efforts to succeed.

LEADERSHIP

Exhibits confidence in self and others; inspires and motivates others to perform well; effectively influences actions and opinions of others; accepts feedback from others; gives appropriate recognition to others.

QUALITY MANAGEMENT

Looks for ways to improve and promote quality; demonstrates accuracy and thoroughness.

COST CONSCIOUSNESS

Works within approved budget; develops and implements cost saving measures; contributes to profits and revenue; conserves organizational resources.

ETHICS

Treats people with respect; keeps commitments; inspires the trust of others; works with integrity and ethically; upholds organizational values.

PLANNING/ORGANIZING

Prioritizes and plans work activities; uses time efficiently; plans for additional resources; sets goals and objectives; organizes or schedules other people and their tasks; develops realistic action plans.

PROFESSIONALISM

Approaches others in a tactful manner; reacts well under pressure; treats others with respect and consideration regardless of their status or position; accepts responsibility for own actions; follows through on commitments.

ATTENDANCE/PUNCTUALITY

Is consistently at work and on time; ensures work responsibilities are covered when absent; arrives at meetings and appointments on time.

DEPENDABILITY

Follows instructions; responds to management direction; takes responsibility for own actions; keeps commitments; commits to long hours of work when necessary to reach goals; completes tasks on time or notifies appropriate person with an alternate plan.

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is frequently required to use hands to finger, handle, or feel and talk or hear. The employee is frequently required to stand; walk; sit and reach with hands and arms. The employee is occasionally required to climb or balance. The employee must occasionally lift and /or move 10 - 30 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception and ability to adjust focus.

WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

The noise level in the work environment is usually quiet to moderate. Employee may be required to occasionally visit construction / manufacturing environments resulting in exposure to dust and weather elements.

COMPENSATION

BMI offers a competitive compensation and benefits package. Compensation is dependent upon skills and experience.

Bellingham Marine is an equal opportunity employer. All qualified applicants will receive consideration for employment without regard to status as a protected veteran or a qualified individual with a disability, or other protected status, such as race, religion, color, national origin, sex or age.

Bellingham Marine is a Drug Free Work Place.

To request a reasonable accommodation please email hr@bellingham-marine.com.