

Project Manager (Utility) I

Goodbee is looking for a Project Manager I to deliver subsurface utility engineering (SUE) and utility coordination projects through planning and design. We are looking for an independent and proactive leader with strong communication skills, who works collaboratively in a dynamic environment.

Job Duties

- Manage scope, budget, deliverables, and schedule of concurrent projects.
- Lead or support the preparation of SUE or utility relocation plans, cost estimates, and/or specifications.
- Lead or support preparation of civil related studies and reports, as needed.
- Provide direction to the project team by assigning tasks to necessary staff. Work with senior staff/management to identify and assign staff resources for projects being managed.
- Draft and design utility infrastructure in CADD.
- Review and incorporate CDOT, RTD, or local municipal design standards and obtain permits for field investigations and design.
- Coordinate and support SUE field activities. Some in state travel may be required.
- Identify utilities that conflict with civil design and facilitate resolution of conflicts with the client, design team, and affected utility companies.
- Adhere and direct compliance with company safety policies, quality processes, and documentation.
- Manage and schedule subconsultants to meet project deliverables and deadlines.
- Support survey, environmental, and other civil disciplines, as needed.
- Continue professional development through attendance at meetings, professional seminars and conferences.

Required Skills

- 0 – 5 years of Project Management experience
- Strong Excel, Word and PDF experience
- Strong knowledge of CADD related software (Microstation and/or AutoCad)
- Effective negotiation and interpersonal skills
- Strong technical writing skills
- Valid Driver's License

Educational Requirements

- Bachelor's degree in engineering, survey, or related field required
- P.E. license or Project Management Certification required or ability to obtain within a year
- ASCE 38 training or experience preferred

Why Goodbee & Associates?

Goodbee & Associates is a well-respected small business providing subsurface utility engineering, utility coordination, and utility design on public infrastructure projects in Colorado for over 25 years. We are looking for talented individuals who can add expertise to our team. Our benefits include three weeks of vacation, five days of sick time, nine and a half paid holidays, 401k, health, dental, and vision insurance, and generous training and wellness opportunities. We are committed to providing a culture of balance, flexibility and growth for our staff and encouraging social responsibility within our profession and community. Rate range \$35-45/hr or \$72,800-\$93,600/yr.

Please provide a letter of interest and resume to Mary Keith Floyd, mk@goodbeeassoc.com