



Railroad Industry Opportunity: Project Development Engineer

Description:

The Northern Indiana Commuter Transportation District (NICTD) owns, operates and maintains the South Shore Line passenger rail service. NICTD is seeking qualified candidates for a key engineering role within the agency. Reporting to the Chief Infrastructure Development Officer, the Project Development Engineer shall assist NICTD with engineering and project administration associated with the federal grant process for the NICTD West Lake and Double Track Northwest Indiana Projects with a total project value of over \$1 billion dollars. This position will also work on other engineering assignments associated with capital improvements on the South Shore Line.

This is a unique opportunity to help shape the future of the South Shore Line and the regional economy for the next 100 years. The successful candidate will join a team that is dedicated to successfully completing both major capital investments on time and on budget.

Duties and Responsibilities:

- Review engineering drawings, specifications, reports, and other related documents for adherence to NICTD's guidelines, as well as for errors and omissions.
- Assist team staff in preparation of Requests and solicitations of bids for engineering, design-bid-build, and design/build capital projects.
- Interact with all design disciplines associated with the development of projects.
- Manage the activities of design consultants for compliance to NICTD standards, goals, and objectives.
- Review cost estimates and schedules
- Review consultant's contracts for key milestone deliverables and help ensure that they are being met.
- Review change orders from consultants/contractors.

- Direct and oversee management of projects related to ADA, Clean Air Act, and others as mandated by federal, state, and local regulatory agencies
- Review engineering and architectural submittals for errors, omissions, and application of AREMA standards, NESC, building codes, and other relevant codes.
- Confer with NICTD management, engineering staff, consultants, and contractors about the design and implementation of projects and how they impact existing train operations.
- Participate in developing phasing plans for putting parts of the improvements into service
- Assist team staff with the preparation of professional service agreements for design development, construction management, and inspection.
- Assist team staff with the review of construction bids and proposals.
- Assist the Chief Infrastructure Development Officer with other duties, as required/directed.

This position will serve a critical role during the construction of capital projects. Duties include:

- Planning, directing, supervising, and controlling technical and contractual activities for the projects.
- Assisting project managers with the management of staff and job-site construction activities.
- Overseeing construction management consultants performing job site inspections and testing.
- Reviewing reports concerning work progress, costs, and scheduling.
- Assisting with coordination between contractor activities and NICTD train operations.
- Reviewing testing plans for putting project components into service.
- Reviewing pay submittals from consultants/contractors.
- Assisting construction management team with punch list items and project document close out.

Minimum Qualifications:

- (1) Applicants must meet the following minimum education/experience requirements:
 - (a) A bachelor's degree in engineering (civil preferred), engineering technology, construction management or a closely related field from an ABET accredited university.
 - (b) 0-6 years' work experience. Individuals graduating in May 2020 also qualify and will be considered for this position.
 - (c) Self-starter with the ability to address multiple priorities and meet deadlines

- (2) Proficient in knowledge and application of Microsoft Windows and Microsoft Office Suite. Knowledge in AutoCAD, Primavera P6, or e-Builder is also a plus.
- (3) Willingness to learn, able to work under occasionally highly stressful or uncertain conditions, excellent verbal and written communication skills, valid driver's license, no recent drug, alcohol, or felony convictions.
- (4) Must be able to fulfill the essential functions of the position, with or without reasonable accommodations. This is an indoor/outdoor position where the employee frequently must be able to work in the type of climate conditions typical to northwest Indiana, including locations not accessible by motor vehicle.
- (5) Must read, write, and communicate clearly and fluently in English.
- (6) Must be flexible about unexpected changes in work assignments or priorities.
- (7) Must have reliable transportation to and from Chesterton, Indiana.

Preferred Qualifications: Applicants having any of the following qualifications may be given preference during the selection process:

- (1) Professional Engineering License.
- (2) Demonstrated high-level experience in railroad related engineering and maintenance activities.
- (3) Demonstrated experience in construction management of large scale projects.
- (4) Demonstrated experience in construction project administration and planning.
- (5) Extensive experience in technical design supervision, planning and scheduling, contracts management, agency coordination, construction methods, operations and procedures.
- (6) Demonstrated experience showing strong interdepartmental leadership with the ability to identify problems and develop and implement solutions.
- (7) Knowledge of FRA track standards including CFR 49 Part 213 Safety Regulations is a plus.
- (8) Knowledge and application of AREMA standards is a plus.

Position Schedule: The anticipated normal work hours are during the daytime, Monday through Friday. Evening and weekend work may be necessary based on project and operational needs. Travel may be required within the United States to meet with vendors, professional associations, and others.

Additional Requirements:

- (1) Must pass all required assessments
- (2) Must pass a background screening
- (3) May require a post-offer medical examination, including drug and physical capabilities test
- (4) Must possess a valid driver's license

Salary and Benefits: Salary is projected within the range of \$55,000 to \$80,000 based on education, skills, preferred qualifications, and work history. The benefit package includes full health benefits for the employee and family, vacation, compensatory time, supplemental pension, and other fringe benefits received by NICTD management. Further details are available during the interview process. This position may be eligible for relocation benefits.

Code of Conduct Statement: NICTD is committed to maintaining the highest standard of conduct for providing a safe source of public transportation. NICTD job positions are challenging and rewarding. Competitive pay and benefits are provided in a high performance culture that recognizes and values your contributions and helps you reach your career goals.

How to Apply: Mail, fax, or e-mail a resume outlining training, experience and work history not later than 5 p.m., February 28, 2020, to NICTD's Director of Human Resources & Labor Relations at the address below. Late resumes will not be accepted nor will NICTD accept responsibility for misdirected, lost, or misaddressed resumes. Apply early for consideration; NICTD reserves the option to close this opportunity early. Persons who desire confirmation that a resume has been received may contact Ms. Shelly Winn at (219) 874-4221, ext 253. This is a rolling application process. Apply early for best opportunity at consideration. The District reserves the option to close this solicitation at any time. Contact information for delivering resumes: (see next page)

Send Resumes to:

Northern Indiana Commuter Transportation District
Director Human Resources & Labor Relations
Re: Project Development Engineer Position
601 N. Roeske Avenue
Michigan City, IN 46360-2669

Fax: (219) 872-5841

E-Mail: bjarne.henderson@nictd.com

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