



Orion Engineers and Associates

Entry Level Civil Engineer (0-2 years)

Location

Boston, MA

Orion Engineers & Associates (Orion) is a multi-faceted civil engineering and construction management firm founded primarily to serve the aviation market. Orion specializes in pavement design, airfield engineering, design, construction administration and construction management at large and medium hub airports.

Orion invites you to join our growing firm! Orion's core values are centered around the idea that employees are an essential asset of a successful company. Our ability to deliver exceptional service to our clients, rests on the outstanding skills and enthusiasm of our employees. We invest in our staff in their pursuit of licensure, and listen to their needs and suggestions, while also encouraging a proper life-work balance.

This is a unique opportunity to learn alongside leading national experts in the airfield engineering industry, as well as work with a diverse group of people that are passionate about engineering. We encourage highly motivated individuals who enjoy working with teams to provide value added service to our clients and our communities to be a part of the Orion family.

Job Description

Orion Engineers & Associates is seeking candidates with a strong interest in aviation to design airports and other civil site development projects for a civil engineering position reporting to our Burlington, MA office (with an option for a hybrid 'work from home' schedule). The position involves civil design of airport infrastructure including runways, taxiways, aircraft aprons, airfield electrical improvements, drainage, grading, and other such airport civil infrastructure. The position will also entail on-site inspection services during construction. **This position will involve night work at Boston-Logan International Airport.**

The successful candidate will provide services related to planning, assessments, design, project management, and construction management of airport related infrastructure. Daily responsibilities for design would include plan production



using Civil 3D, anticipated construction quantity calculations, drafting of project specifications, and on-site inspection during construction. The services performed on-site will include documentation of contractor's progress of work, quantity tracking, pay application review and in-person meeting attendance. The on-site inspection schedule will depend on the contractor's proposed schedule but will involve night shifts. The position is ideal for an individual who is interested in further developing design skills and maintaining a technical career track. The Airport Engineer will report directly to the Office Manager.

The position requires domestic travel for project-related meetings during design and construction. During construction, the position will require project site visits, assistance with Construction Administration and Management, and elements specific to Construction Inspection and Reporting. During construction there will be overnight inspection shifts.

All employees are responsible for actively participating in the Orion Health and Safety Plan and the Quality Management Plan. All employees are responsible for recording their hours daily and submitting their timesheets and expense reports weekly.

Minimum Qualifications

- Bachelor's degree in civil engineering, or other related engineering degree applicable to design and/or construction of civil infrastructure projects.
- 0 – 2 years post graduate experience in Civil Engineering.
- Certified Engineer-in-Training or the ability to obtain EIT certification within 6 months of being hired.
- Proficient in Bluebeam, AutoCAD Civil3D and Microsoft Office 365.
- Able to pass TSA Security Screening and Background Check for working at commercial airports.
- Able to travel domestically and internationally.
- Must possess valid driver's license and be able to travel on a frequent basis.
- Willingness to work night shifts for extended periods (i.e. up to 60 days).

Desired Qualifications

- Experience in writing reports and technical communications and client communications is preferred.
- Well-organized and able to manage and prioritize numerous tasks to ensure a commitment to project delivery, client service, and quality management.



- Excellent verbal and written English communication skills, especially in a virtual environment.
- Demonstrate ability to work well independently, as well as in a team environment.

Physical Demands and Working Conditions

- The primary place of business will be within a formal office space in Burlington, MA.
- Travel to project sites in Massachusetts, Rhode Island, New Hampshire and Connecticut as well as other Orion business offices in CA, WA and HI.
- Field work in an airport and/or construction environment requires varying work schedules including night work.

Application Process:

- Submit a Cover Letter and Resume highlighting Work History and Project Experience.
- Selected applicants will be contacted and scheduled for an initial phone interview.
- Shortlisted applicants may be contacted and scheduled for an interview with the Hiring Manager.
- Shortlisted applicants' references will be contacted for verification of submitted work application.

EEO

Orion is an Equal Opportunity Employer and employment opportunities are based upon one's qualifications and capabilities to perform the essential functions of a particular job. All employment opportunities are provided without regard to race, religion, sex, pregnancy, childbirth or related medical conditions, national origin, age, veteran status, disability, genetic information, or any other characteristic protected by law.

Job Type: Full-time

Pay: \$74,000.00 - \$92,000.00 per year

Benefits:

- 401(k)



- 401(k) matching
- Health insurance
- Dental insurance
- Vision insurance
- Flexible schedule
- Paid time off
- Paid Holidays
- Life insurance
- Professional development assistance
- Retirement plan

To Apply:

Submit your cover letter and resume at [Careers – Orion Engineers & Associates](#).