CITY OF CLEVELAND
Mayor Frank G. Jackson

JOB ANNOUNCEMENT

Consultant Engineer
(Senior Project Controls Consultant)

Position Overview: Under administrative direction, provides engineering advisory services related to divisional or department projects and activities. Performs other job-related duties as required.

Job Duties:

- Must have expert knowledge of scheduling practices and cost engineering concepts.
- Must be able to prepare capital program cash flow analyses to support long and short-term financial planning.
- Demonstrated ability to coordinate internally and support project managers, control account managers and technical staff with the use and maintenance of project controls systems and outputs.
- Demonstrated ability to develop and manage resource loaded schedules, including but not limited to schedule statusing, reporting, variance analysis and change control, and fundamental Earned Value concepts and processes.
- Prepares and present effective program/project management and control presentations.
- Generates effective monthly reports from the program team for senior staff.
- Demonstrates fundamental knowledge of project management concepts, practices and processes for engineering and construction projects, including but not limited to risk management, financial management, work breakdown structures, change management, cost estimating, configuration management, and procurement.
- Works independently and meet deadlines, including working in a semi-structured environment with the skill to develop and implement new processes and procedures.
- Experience working with groups and teams on project control issues in meetings with contractors and consultants, as required.
- Experience in Earned Value Management Systems (EVMS)
- Experience in the use and maintenance of project control systems, including but not limited to scheduling with Primavera Project Planner (P6), Microsoft Projects and other database programs, web-based tools and spreadsheets. Certification in Primavera (P6) and Microsoft Project. Experience in using Microsoft Excel.
- Experience working in a matrix environment is a plus.

Qualifications:

- A Bachelor's Degree in Engineering, Project Management, Construction Management, or Business Administration from a 4 year college or university is required.
- 10 years full time paid experience in project management in the field of information systems is required.
- Must have a State of Ohio Professional Engineer's License

- Project/Program Management certification is required.
- Must be computer proficient and experience using Microsoft Office and Projects as well as familiarity in the use and maintenance of project control systems.
- A valid State of Ohio Driver's License is required

All interested applicants should e-mail a cover letter and resume to mjohnson@city.cleveland.oh.us; or mail to Marcia Johnson, Department of Capital Projects, 601 Lakeside Avenue, Room 121, Cleveland OH 44114, or fax to 216 664-2198

THE CITY OF CLEVELAND IS AN EQUAL OPPORTUNITY EMPLOYER