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# Example of Entry-Level Civil Engineer Job Description

Our growing company is looking for an entry-level civil engineer. Please review the list of responsibilities and qualifications. While this is our ideal list, we will consider candidates that do not necessarily have all of the qualifications, but have sufficient experience and talent.

## Responsibilities for entry-level civil engineer

* Support all aspects of earth retention, dam and excavation support projects
* Geotechnical analysis and structural design/inspection of dams
* Preparation of design calculations and drawings
* Independently evaluates, selects and applies engineering techniques, procedures, and criteria using judgment in making minor adaptations and modifications
* Preparation of contract plans and specifications, calculations, hydraulic modeling, and engineering reports for public utility infrastructure projects
* Responsible for completing assignments on time and within budget and achieve firm’s quality objectives
* Perform hydrologic/hydraulic analysis, design calculations, and floodplain mapping for various studies
* Assist preparing construction specifications, design drawings, and technical reports for various projects
* Assist researching feasibility of alternative design approaches, site conditions and regulatory agency specifications
* Maintain various logs and databases

## Qualifications for entry-level civil engineer

* Experience with Microstation and InRoads software
* Demonstrable experience using a common commercial structural analysis software package, such as SAP2000, STAAD, or GT STRUDL, either through engineering curricula coursework assignments and training
* Prior engineering internship with an engineering or construction company, the in-house engineering department of a large organization, or a government agency
* Pass the Fundamentals of Engineering Examination within first six months of employment
* Ability to work onsite at government facilities
* Ability to take temporary duty assignments within the United States