



Example of Junior Civil Engineer Job Description

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Our innovative and growing company is looking for a junior 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 junior civil engineer

- Development of supporting project information
- Performing construction phase engineering tasks
- Help develop preliminary facilities layouts
- Maintaining open communication with project team members and project managers
- Performing field investigations for civil and geotechnical projects under specific work instructions, including scheduling field work for specific scopes of work provided by senior colleagues, executing field assignments, and understanding health and safety issues associated with the work
- Performing construction monitoring services under senior direction
- Performing civil and geotechnical engineering calculations and analyses using hand and computer-based tools under senior direction
- Assisting with the preparation of technical reports, including writing sections of reports, preparing figures and tables, and working with drafting and reproduction staff to produce final reports under senior direction
- Developing models using tools such as PCSWMM-2D, FLO-2D, RiverFlow2D, HEC-RAS, HEC-HMS, and GoldSim
- Assist senior staff and help develop accurate scopes of work, cost estimates, project plans, schedules and deliverables to execute high quality projects on time and on budget

Qualifications for junior civil engineer

- Diploma in Civil Engineering from a reputed Institution
- Tunneling experience is an asset
- Experience and relationships with local GTA clients is an asset
- Structural calculations, fatigue analysis and knowledge in international standards is a plus
- RFI and submittal review for construction projects