Mackin Engineering Company is searching for a candidate to contribute their talents to our company.

**Job Title:** Site Civil Engineer  
**Department:** Landscape Architecture  
**Reports To:** Director – Land Development Services  
**FLSA Status:** Exempt (Salary)  
**Prepared By:** Director – Human Resources & Administration  
**Revised:** April 2, 2020

**Position Summary**

This position is responsible for performing design and engineering tasks to complete land development projects, streetscapes, municipal parks, rail-trail projects, and other recreational facilities through application of relevant design criteria, design standards, and permitting processes. Assist with the design and development of plans and specifications from preliminary to final design.

**Essential Duties & Responsibilities**

- Prepare site plans, under the direction of senior landscape architects – including construction, erosion and sediment pollution control, stormwater, grading and drainage, and landscape plans
- Establish horizontal and vertical alignments, profiles, cross-sections, drainage design, and develop contract documents
- Function in the landscape architecture department and confer with landscape architects, civil engineers, and traffic engineers to produce projects for local municipalities, City, County, PennDOT, and non-profit groups
- Analyze data on conditions such as site location, drainage, or structure location for site plans or streetscape plans
- Prepare graphic representations or drawings of proposed plans or designs
- Coordinate utility conflicts and relocations and communicate all aspects of design that may affect directly or indirectly affect the project
- Prepare cost estimates, specifications, tabulation of quantities
- Provide direction and review for CADD design and drawings
- Support internal departments with landscape architecture services required to execute projects

**Equal Opportunity Employer**

Mackin is committed to increasing diversity in our community and actively pursues individuals from all backgrounds. Additionally, Mackin complies with all applicable federal, state, and local laws. Valuing the contributions of a diverse workforce, Mackin is an Equal Opportunity Employer and does not discriminate in employment opportunities or practices on the basis of race, color, religion, sex, national origin, age, disability, sexual orientation, protected veteran status, gender identity, or any other characteristic protected by law.
Essential Duties and Responsibilities (Cont.)

- Advise management of new developments which may affect profit, schedule, costs, client relations, and/or inter-departmental relations
- Contribute to the overall success of Mackin by supporting internal departments, providing exemplary service to clients, and striving to meet on-going initiatives to grow and develop the company
- Duties, responsibilities, and activities may change or be assigned at any time with or without notice

Education and/or Experience

**Years of Experience:** Minimum of 3+ years’ experience in the landscape architecture/civil engineering field or equivalent combination of education and experience

**Education:** BA or BS Degree required

**Degree or Formal Training:** Landscape Architecture, Civil Engineering, or a related discipline

**License, Certificate or Registration:** EIT/FE or RLA required, and a PE desired

System or Specialized Knowledge

To perform this job successfully, an individual might have knowledge of:

- MicroStation/AutoCAD
- Storm CAD
- Hydro Tech
- Deltek Ajera
- Microsoft Office – Word, Excel, and Outlook
- Computers, Printers, and Electronics

Supervisory Responsibilities

N/A

Employment Benefits

Mackin Engineering Company offers a comprehensive benefit package for benefit eligible employees, including but not limited to medical, dental, and vision coverages, group life insurance, AD&D, LTD and STD coverages, hospital indemnity, Roth and Traditional 401(k) retirement plans, company match and immediate vesting, generous leave time, paid holidays, and tuition reimbursement. These benefits add significantly to the employee’s total compensation package.

Application Instructions

Applicants should email their resume and cover letter to employment@mackinengineering.com. Review of applications will begin immediately.

Working Conditions

This position normally works first shift, however, may require the ability and availability to work extra hours in the evenings associated with the demands of our business. Some travel may be required.

Field Environment

Although infrequent, when the employee is located within a field environment setting, adherence to Mackin safety standards and/or agency safety standards is required.