

Horizons Engineering Inc. is a reputable midsize Civil and Structural Engineering, Environmental services, and Land Surveying firm, that proudly serves New Hampshire, Maine, and Vermont with expertise and dedication. With nine office locations strategically located across the region, we are deeply rooted in our communities and committed to delivering innovative solutions to our clients.

Horizons has an immediate opening for a Project Manager to manage a range of engineering and design projects focused on private and municipal clients in **Vermont**. This individual will be responsible for managing projects and clients and managing the workload of technical staff members. The position will also involve assisting with marketing the firm's services and developing new business under the direction of senior staff. This role offers an excellent opportunity for growth—professional growth as well as overall territory growth in Vermont.

Our staff at Horizons is a close-knit group of hard-working individuals who value client service, design innovation, and a no-nonsense approach. The successful candidate will have a strong work ethic, desire to learn, and interest in working on a wide range of civil engineering projects throughout northern New England.

#### **Essential Job Duties:**

- Overseeing and/or completing civil engineering design of municipal, commercial, residential and institutional projects including site design and permitting.
- Overseeing and/or completing design work in AutoCAD Civil 3D
- Prepare reports and permit applications related to civil engineering projects
- Design and manage various civil engineering-related projects including drainage collection, detention, and treatment systems, water and wastewater systems, roads and parking areas, pedestrian facilities, stream crossings, and other related project types.
- Manage schedule, budgets, and workload for a small team of technical staff
- Will act as the primary client contact on assigned projects and will assist with the preparation of fee estimates and proposals.
- Other duties as assigned

#### **Skills and Qualifications:**

- Bachelor's degree in civil engineering or related field;
- 4 years of professional experience in the practice of civil engineering in northern New England or similar setting; Vermont design and permitting experience preferred;
- Experience with AutoCAD design software including Civil3D;
- Technical experience in water and wastewater infrastructure, stormwater, and site design and permitting in Vermont or similar regulatory environment;
- Sound understanding of civil engineering fundamentals including stormwater/drainage design, surface water hydrology, water and wastewater systems and roadway/parking design;
- Strong technical skills;
- Project management experience or management ability and willingness to learn; and
- Strong organizational and communication skills
- Valid driver's license and personal vehicle; occasional travel required
- Ability to complete field work including carrying equipment and walking undeveloped sites

## **Benefits:**

At Horizons Engineering Inc., we prioritize the well-being and professional growth of our team members.

**Competitive Salary and Insurance Benefits:** We offer a competitive salary along with comprehensive insurance benefits that cover health, dental, and life insurance. This ensures our employees, and their families, have the necessary support and peace of mind.

**Paid Time Off:** Employees enjoy paid holidays and personal time off, allowing for a healthy work-life balance and the opportunity to recharge and spend time with loved ones.

**401k Plan:** Our company 401k plan helps employees save for their future and plan for a comfortable retirement.

**Continuing Education Support:** We believe in the importance of lifelong learning and professional growth. Horizons Engineering provides support for continuing education, including reimbursement for professional development courses, certifications, and seminars.

**Supportive Work Environment:** Our workplace culture is supportive and inclusive, with ample opportunities for career advancement. We pride ourselves on fostering a work-life balance and providing flexibility to meet the diverse needs of our team.

**Dog-Friendly Office:** Understanding that pets are part of the family, our office is dog friendly, allowing employees to bring their furry friends to work.

**Lunch 'n Learns:** We regularly host Lunch 'n Learns where employees can enjoy a meal while engaging in informative sessions on various topics related to their professional and personal development. Annual

**Company Party:** To celebrate our collective achievements and build camaraderie, we host an annual company party, providing a fun and relaxed environment for employees to connect and unwind.

At Horizons Engineering, we are dedicated to creating an environment where our employees can thrive both professionally and personally. Our comprehensive benefits package is a testament to our commitment to our team's overall well-being and success.

## **Interested Candidates should forward a resume and cover letter to:**

**Human Resources Manager**

**Horizons Engineering Inc.**

**34 School Street**

**Littleton, NH 03561**

**Or via email at:**

**[hrmgr@horizonsengineering.com](mailto:hrmgr@horizonsengineering.com)**

*Horizons Engineering Inc. is an equal opportunity employer*

For more information, check us out on Facebook or at [www.horizonsengineering.com](http://www.horizonsengineering.com)