

Job Description – Mackin Engineering Company

Mackin Engineering Company is currently seeking a qualified person to fulfill our **Technical Services Leader – Environmental Services Department** position in our Pittsburgh office. Mackin has been a provider of engineering and consulting services since 1960. Our firm serves a broad array of public and private sector clients across the state, providing innovative solutions for all phases of a project, from conception to attainment. The firm was founded by Mr. Italo V. Mackin, P.E., P.L.S., who has served as President since the firm's inception. Our multi-disciplinary staff is based in offices located in Pittsburgh and Harrisburg, Pennsylvania. We offer a diverse, experienced team of professionals to perform an array of services for the successful completion of transportation, municipal, and land development projects. This team approach is enhanced by the utilization of the most advanced technical equipment including GIS, 3D scanner, digital survey, and CADD document production.

Title: Technical Leader – Environmental Services Department

Reports To: Manager – Environmental Services Department

Based At: Pittsburgh office

Job Purpose: To assist the Manager in carrying out project management responsibilities, staff mentoring, and providing technical assistance to the department and the company.

Key Responsibilities and Accountabilities:

- ✦ Project management, including developing and managing budgets, schedules, and quality of products.
- ✦ Oversight of senior scientist-managed projects.
- ✦ Qualitative reviews of staff reports, letters, and other written correspondence.
- ✦ Assist in the development of project proposals and attend interviews.
- ✦ Assess department workload distribution and assign/reassign job duties as necessary.
- ✦ Provide mentoring for other staff on a project to project basis or as determined necessary.
- ✦ Assist in marketing research and preparation for environmental department marketing efforts.
- ✦ Assist in the coordination and preparation of project proposals relative to the environmental discipline.
- ✦ Provide technical advice to project and study teams.
- ✦ Preparation, planning, and analysis/review of technical studies.
- ✦ Oversee and conduct field surveys, including wetland and stream delineations and assessments.
- ✦ Preparation of NEPA documents, including EIS, EA, and CEE level clearances
- ✦ Oversee and conduct threatened/endangered species assessments.
- ✦ Prepare environmental due diligence reviews.
- ✦ Preparation of Chapter 104/Section 404 permit applications.
- ✦ Interface with clients and agency personnel.
- ✦ Conduct public involvement activities, including facilitating public and steering committee meetings, delivering presentations, developing press releases and other media outlet activities, etc.

Qualifications:

- ✦ B.S./B.A. in Biology, Environmental Science, Geology, Civil Engineering (Environmental), or related field.
- ✦ 7-10 years technical experience related to the key technical responsibilities.
- ✦ 3-5 years experience related to project management.
- ✦ Self starter with excellent writing and communication skills.
- ✦ Strong conceptual, organizational, problem solving and research abilities.
- ✦ Ability to work independently and as part of a team.
- ✦ Staff management experience beneficial.
- ✦ Computer skills including MS Excel, Word, Access and other software.

If you are interested in discussing this opportunity, please forward your resume, references, and salary requirements to the following:

Mackin Engineering Company
Attention: Jill Vovaris
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