

POSITION TITLE: Project Controls Junior Engineer

DUTIES:

Provide Project Controls services on assigned SRNS Project Teams. Project Controls support services include executing the process responsibilities associated with organization, development, analysis, implementation and maintenance of program/project controls applications and measures necessary for decision making and monitoring of planning, scheduling, cost engineering and trend engineering established objectives. Services would include preparing schedules and performance monitoring status and management reports which identify variances in work execution strategy, provide timely feedback and recommend solutions to management to improve or mitigate problems affecting cost, schedule or estimating issues throughout the life cycle of a project, program or other work activity.

Project Controls services will be provided using SRNS processes and procedures. Programmatic guidance will be provided by SRNS.

REQUIRED QUALIFICATIONS:

Education:

Minimum of eight (5) years experience in the field of Project Controls (Planning & Scheduling/Cost Engineering) in an Engineering/Procurement/Construction (EPC) field.

Experience/Skills:

Candidate must demonstrate minimum eight (5) years project controls experience in the nuclear or process chemical industry. Candidate must demonstrate knowledge of DOE 413 and Earned Value Management (EVM) requirements and have computer experience (proficiency) in basic project control software applications, including Primavera (PM), Excel, and Microsoft Word. Candidate must have strong problem solving, analysis and interpersonal skills as well as oral and written communication skills. Candidate must have the ability to walkdown and interface with personnel and systems in the field.

Work Hours:

A 40 hour work week is scheduled. SRS utilizes various work schedules; including 5/8s (8 hours/day; five days per week), 4/10s (10 hours/day; four days per week), and a 9/80s (9 hours/day, five days on week A and 4 days on week B). Work week excludes SRNS holidays. Each work day has a 30-minute lunch.

Area Security Access:

A security clearance is not initially required; however, candidate must be capable of obtaining an L or Q clearance if required to perform assigned duties.

CANDIDATE EVALUATION FORM

CANDIDATE NAME: _____

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MINIMUM REQUIREMENTS (See Job Description)	YES	NO
1) U. S. Citizen	_____	_____
2) Eight (8) years Project Controls experience in:		
a) Nuclear or Process Chemical industry	_____	_____
3) Knowledge of DOE 413 and EVM requirements	_____	_____
4) Computer Experience (proficiency) in basic project control software applications to include:		
a. Primavera (PM) Software	_____	_____
b. Excel Software	_____	_____
c. Microsoft Word Software	_____	_____
5) Must have strong problem solving, analysis and interpersonal skills	_____	_____
6) Oral and written communication skills	_____	_____
7) Ability to walkdown and interface with personnel and systems in the field	_____	_____
8) Telephone interview to validate resume data*	_____	_____
9) Reference check to evaluate performance capability*	_____	_____

*Evaluation validation criteria

Additional Qualifications of Candidate:

Narrat

ive Discussion of Resume Validation**:

(**Discussion not required if candidate is acceptable)

EVALUATOR: _____

DATE: _____