

BRANCH MANAGER- WENATCHEE OFFICE



PACE Engineers, Inc. is an employee-owned company providing quality professional civil and structural engineering, planning, surveying, and construction management services from offices in Kirkland and Wenatchee, Washington and Lake Oswego, Oregon. We have successfully completed projects for a wide range of clients in both the public and private sectors throughout the Northwest.

PACE Engineers, Inc. has a **new opening** in our growing Wenatchee Office for a self-motivated, technically knowledgeable engineering manager, with strong communication skills and a can-do attitude.

What position we need:

Branch Manager

Future team members may apply at:

http://bit.ly/PACE_WenBranchMgr

What you'll be doing:

- Reviewing the design and production work of the staff to ensure that it meets industry standards of care and conforms to PACE standards.
- Striving continually to see that work is completed on time and within allocated budget.
- Maintaining close liaison with clients to resolve project questions.
- Forecasting administrative, staffing, and facility needs for the office.
- Coordinating with main office in Kirkland, WA.
- Assisting in the formulation of business, marketing and strategic planning.
- Supervising and being responsible for the overall direction, coordination, and evaluation of branch performance.
- Coordinating with the Operation Manager the performance of the branch office.
- Coordinating and carrying out the marketing and financial objectives and policies established by the Executive Committee.
- Coordinating assignment of manpower with main office in timely forecast of project needs.
- Carrying out supervisory responsibilities in accordance with the firm's policies and applicable laws.
- Sealing/signing construction documents.
- Maintaining professional licensure in the state of residence and the state of branch office and being responsible for supervising production of construction documents.
- Responsibilities include: interviewing, hiring, firing, and training employees; planning, assigning, and directing work; appraising performance; rewarding and disciplining employees; addressing complaints and resolving problems.

What we are looking for:

- 15+ years of engineering experience, with 2 years in a management role.

What educational background you will need:

- Bachelor's degree in Civil Engineering
- PE License- WA

What we're offering:

We offer the ability to grow in your profession and advance your career. We also offer a competitive compensation package including:

- Medical
- Dental
- Short and long-term disability
- Life insurance
- 401(k) program
- ESOP
- Paid time off
- Transit reimbursement
- Incentive bonuses



PACE is an Equal Opportunity Employer

www.paceengrs.com

