



## Assistant Resident Engineer – Burr Ridge / Chicago, IL

ABNA is seeking an Assistant **Resident Engineer** for our [Burr Ridge, IL](#) location. This position requires a self-motivated individual who possesses the ability to work in a highly flexible, team-oriented environment with exceptional communication, analytical and organizational skills.

ABNA is a multi-disciplinary M/W/DBE firm experiencing growing opportunities for transportation engineering serving local governmental, state, and federal governmental agencies.

The Assistant Resident Engineer will work on various, roads and highways, rail, as well as aviation projects and will help in managing all functions and activities for all facets of a construction project from commencement to completion, and ensure all construction is following design specifications, completed on schedule, and is built to quality standards within the project budget. The ideal candidate understands the critical nature of work on projects for IDOT, Illinois Tollway, CDOT and various Counties and municipalities within the Chicago area. This will be an on-site position and will require a high level of construction engineering and management experience. The Assistant Resident Engineer will report to the Director of Construction Management.

### Responsibilities:

- Assist the Resident Engineer in overseeing construction inspection and construction management staff on various types of construction projects.
- Prepare Inspection reports.
- Review change order requests and monitor progress against the approved schedule.
- Conducting regular meetings with the Contractor and Client and prepare meeting minutes
- Maintain quantity logs
- Respond to RFIs and Review submittals.
- Verify that required material inspection and testing is performed and documented
- Field staff coordination, ensure all required project documentation and information is forwarded to and understood by the project field inspectors
- Review Contractor's work plans
- Monitor contractor's compliance with the approved Contractor's Quality Plan.
- Manage staff of inspectors and engineers who perform daily monitoring and oversight of the contractor and processing of project documentation.
- Facilitating the development of solutions to technical and business problems that could impede a project's success
- Monitoring Budgets, Schedules, client management and Quality
- Responsible for the issuance of field orders, and approval of invoices, and payment applications which may include final payment
- Some travel is required.

### Requirements:

- 5-8 years' experience of working on large public infrastructure construction projects
- Bachelor's degree in civil engineering, Construction Management or closely related field.
- Professional Engineer (**PE**) Illinois preferred
- **EIT (FE) required** with an ability to obtain a PE license in the State of Illinois
- Leadership experience on projects for IDOT, Illinois Tollway, City of Chicago, Cook County, and other counties and municipalities within the Chicago area preferred.
- Experience with IL DOT policies and procedures for highway construction field work is **required**
- 30 Hour OSHA safety course
- Strong computer skills in Microsoft Word, Microsoft Excel, MicroStation, AutoCAD and relevant software preferred.
- High levels of integrity, and working in an ethical and fair manner
- Strong technical written and verbal communication skills

- Demonstrated experience of collaboration in a diverse and inclusive team

**Success will be measured by:** Commitment to quality and continuous improvement through innovation, creative thinking and improved results; along with the ability to establish and maintain cooperative and productive relationships with all employees, clients and other stakeholders.

**Locations:** [Burr Ridge, Illinois](#)

**Salary Range:** Competitive & Commensurate with Experience

Opportunity to participate in 401k, medical, and other benefits after standard eligibility requirements are met.

**Submission Requirements:**

- Interested candidates e-mail resume to [jobs@abnacorp.com](mailto:jobs@abnacorp.com) for immediate and confidential consideration.
- Qualified candidates will be contacted for an interview. No phone calls, please.
- Applicants only.
- Recruiters – do not contact this employer.
- Job Type: Full-time