



CIVIL ENGINEER

66 ENG NON-NEGOTIABLES

- High Integrity Individual
- Accountable
- Customer Focused
- Deadline Focused
- Action Oriented
- Team Player
- Self-Motivated

POSITION DESCRIPTION

- Job Title: Civil Engineer
- Locations: Sapulpa, OK, Fayetteville, AR, Oklahoma City, OK
- Job Type: Full Time
- Reports To: Vice President of Engineering
- Experience Level: 7+ Years

POSITION SUMMARY

The Civil Engineer position is responsible for the technical completion of civil engineering projects and We are seeking a motivated and detail-oriented Civil Engineer to join our growing team in Tulsa. This position is responsible for the technical execution of a wide range of civil engineering projects, including municipal, residential, site development, roadway and utility design, stormwater management, and public infrastructure improvements. The Civil Engineer will play a key role in planning, designing, and managing projects to ensure they are completed on time, within budget, and in compliance with applicable standards. The ideal candidate thrives in a collaborative environment and is passionate about delivering practical engineering solutions that strengthen communities. Local, regional, and occasional national travel may be required.

RESPONSIBILITIES

- Plan, organize, and manage civil engineering projects from start-up to completion
- Perform engineering design and calculations for site layouts, grading, drainage, roadways, and utility systems
- Prepare engineering plans, reports, cost estimates, and permitting documentation
- Ensure technical accuracy, completeness, and quality of work throughout the project lifecycle
- Manage project scope, budget, schedule, and adherence to company and industry standards
- Conduct field investigations and site visits as needed
- Assist with negotiating and managing consultant contracts, including contract changes
- Review consultant plans and specifications for technical adequacy
- Direct the preparation of feasibility studies, engineering reports, and technical correspondence
- Facilitate the resolution of design, construction, and third-party coordination issues
- Collaborate with clients, contractors, public agencies, and internal team members
- Assist in the preparation and presentation of reports to staff, clients, management, and public officials
- Participate in the development of proposals, contract documents, and pursuit efforts
- Travel may be required for local, regional, or national project needs

QUALIFICATIONS

- Bachelors and/or Master's Degree in Civil Engineering
- PE license in Oklahoma, Arkansas, or eligible for PE by comity

- 7+ years of civil engineering experience, including design and coordination
- Proficient in, commercial site development, stormwater management, water distribution, sanitary sewer collection, and utility relocations, street and roadway design a plus
- Experience with hydrology, floodplain analysis, and modeling software such as HEC-RAS and HEC-HMS is a plus
- Proficiency with AutoCAD Civil 3D; familiarity with drainage or utility modeling software is preferred
- Strong communication, organizational, and problem-solving skills
- Knowledge of local and state codes; experience working with the City of Tulsa and Oklahoma regulatory agencies is a plus

JOB-SPECIFIC SKILLS AND KNOWLEDGE

- Strong verbal and written communication skills, including the ability to interact effectively with clients and team members
- Excellent problem-solving and analytical abilities; able to assess situations, identify issues, and develop practical solutions
- Familiarity with current design trends and industry standards
- Proficient in preparing proposals and fee estimates for prospective projects
- Proficiency with AutoCAD Civil 3D; working knowledge of drainage and utility modeling tools
- Experience with hydrology, floodplain analysis, and modeling software such as HEC-RAS and HEC-HMS is a plus
- Knowledgeable in Microsoft Office and other standard software applications
- Familiarity with local and state codes; experience with City of Tulsa and Oklahoma regulatory agencies preferred
- Willingness and ability to travel overnight by car and air as needed

MENTAL, EMOTIONAL, PHYSICAL DEMANDS AND WORKING CONDITIONS

This position requires the ability to work extended hours when project deadlines demand. Must be able to routinely perform work on computer for an average of 6-8 hours per day. Reliable attendance and punctuality are essential. The successful candidate must be capable of performing job functions independently with minimal supervision and must be able to maintain composure and productivity under deadline pressure. Occasional travel and site visits may be required, including exposure to outdoor conditions and active construction environments.

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