

**ARCTEC Alaska**  
**JOB BID ANNOUNCEMENT**  
*An application and Resume are required*  
*Applications are located at: [www.arctecalaska.com](http://www.arctecalaska.com)*  
*Send to: [human\\_resources@arctecalaska.com](mailto:human_resources@arctecalaska.com)*

**Facilities Engineer (Mechanical)**

ASSIGNED LOCATION: PHQ

DEPARTMENT: Project Support

**HIGHLIGHTS OF CORE QUALIFICATIONS**

*Current resumes and application are required, and interviews will be conducted.*

*To be eligible for consideration applicants must possess the following experience and education:*

**PURPOSE OF POSITION:**

Under general supervision, provide mechanical engineering expertise in support of operation and maintenance of the Alaska Radar System (ARS), a United States Air Force operation and maintenance radar contract. Assists the formulation and development of a variety of mechanical engineering discipline work estimates, for both performance-related work and over and above projects. This position involves assisting in the formulation and development of work estimates for various mechanical engineering tasks, including performance-related work and "Over-and-Above" projects.

**PRIMARY RESPONSIBILITIES:**

- Perform facility condition surveys and prepare reports.
- Prepare responses to Government requests for proposals under the "Over-and-Above" program. This includes design, cost estimating using industry-standard means, and project scheduling.
- Provide project management for engineering designs and construction projects executed by subcontractors performed by subcontractors and design consultants, including "Over-and-Above" projects.
- Evaluate and prepare solutions for system problems as technical support of operation and maintenance for the ARS.
- Assist with technical expertise in production of required reports to the Government as listed in the Performance Work Statement.
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- Prepare purchase requisitions for materials/services and review product submittals for design specification compliance.
- Requires periodic travel to remote sites.

- Become familiar with and comply with ARCTEC Alaska Standard Operating Procedures, Personnel Policies and Procedures, the systems, procedures, and equipment applicable to the incumbent's work assignment.

## **SECONDARY RESPONSIBILITIES:**

- Review of design documents produced by architectural and engineering (AE) firms under contract to the Air Force.
- Prepare, or participate in the preparation of, Real Property Capitalization Report, Real Property Report, Corrosion Control Program, and Fuel Capacity Report.
- Compile as-built data as part of various site inspections for incorporation within the CADD drawing system.
- Review proposed changes to the PWS, and advise the company on impact to the contract.
- Perform administrative duties and maintain assigned workplace, materials, and equipment in a safe, secure, and neat condition.
- Alert the Project Support Manager or Lead Engineer to any incidents or circumstances which could adversely affect the performance of the ARS project.
- Other applicable duties as assigned.

## **CORE QUALIFICATIONS:**

- Eight (8) years' experience in progressively responsible mechanical design and project management.
- Bachelor of Science Degree in Mechanical Engineering from an accredited education institution.
- Professional Mechanical Engineer's registration in the State of Alaska.
- Demonstrated experience in engineering in an arctic environment and at remote sites.
- Proficiency in using Microsoft office Suite (Word, Excel, PowerPoint), MS Project and AutoCAD.
- Strong design experience in mechanical engineering and a rudimentary knowledge of architectural and other engineering discipline's design practices.
- Proven ability to effectively present information to internal teams and government representatives.
- Proficient in both written and spoken English.
- Strong verbal, organizational and interpersonal skills.
- Must be a US Citizen or US National and have ability to obtain and maintain a SECRET security clearance.
- Valid driver's license with an acceptable driving record.
- Must be able to pass a pre-employment background check, drug screen, and any pre-hire employment requirements testing.

## **SECONDARY QUALIFICATIONS:**

- Project Management Experience.
- Completion of specialized advanced courses and certifications desired to maintain proficiency in areas of functional endeavors.
- Ability to travel individually or in a group to remote sites throughout Alaska. Must be able to travel in small aircraft and must be prepared to remain overnight in small villages in substandard accommodations. Must be able to travel approximately 10-15% of position time.

## **PREFERRED:**

- Experience with on site-water and wastewater treatment systems
- Master of Science degree in Mechanical Engineering

## **PHYSICAL REQUIREMENTS:**

The following physical activities are frequently required for an Engineer: balancing; bending, kneeling; squatting; reaching; sitting; standing; walking; pushing; pulling; lifting; grasping; communicating in person, by phone, or through written correspondence; hearing and seeing.

## **REPRESENTATION OF POSITION**

**This position is covered under the Collective Bargaining Agreement (CBA) between the International Brotherhood of Electrical Workers (IBEW) Local 1547 and ARCTEC Alaska J/V as it relates to wages, benefits hours and working conditions.**