

Electrical Engineer Job Description – Wauwatosa, WI Office

An Electrical Engineer performs basic electrical engineering design and analytical tasks while working with a team and under the supervision of a project manager. They will build their knowledge of standard engineering practices, techniques and procedures while learning our clients' needs and industries.

Key Responsibilities

Technical:

- Perform computer drafting, including and understanding components of plan views, sections, elevations, one-line diagrams, details, schedules, etc.
- Develop a working knowledge of technical specifications, front-end specification documents, Division 1 documents, the design-bid-build, design-bid, design-assist, and IPD methods of project execution.
- Size breakers, conductors, and conduit for motors, packaged equipment, electric heat, chillers, and other HVAC equipment.
- Perform lighting calculations understanding the required lighting levels, fixture selection, lumen package selection, emergency lighting design, reflectance, and calculation planes.
- Understand lighting terminology, the code requirements for emergency lighting, guidelines for lighting levels, the energy code requirements for the state of Wisconsin and the need to review the codes for other states.
- Grasp the basic concepts of fuse/breaker coordination, arc flash, and fault current.
- Size panels, switchboards, switchgear, generators, etc. including using load calculations that take into account code requirements and equipment redundancy/seasonality as applicable.
- Comprehend the concepts behind Neher McGrath calculations and can use the Amp Calc software to size underground duct banks.
- Perform the required code research on a project-by-project basis to determine the specific state and local codes that may apply.

Professional:

- Commit to a high level of product quality and customer service, reviewing own work and correcting errors before submitting to others for review. Consistently produce high quality work, on time and on budget with minimal problems or errors
- Develop skills to identify problems, gain an understanding of the problem and share potential solutions
- Use analytical skills to collect, organize, review, assimilate and interpret information
- Operate as a team player, developing positive work relationships and contributing to the group's efforts to achieve goals
- Communicate effectively, providing clear, concise information, actively listening, and asking appropriate questions. Keep project engineers and project managers up to date on progress of current projects, including changes and project difficulties and the schedule implications

- Take initiative, pursuing work with a drive and strong accomplishment orientation. Strive to exceed standards and expectations and commit to continuous learning. Motivated to learn, asks questions, seek higher level of understanding of technical issues
- Conduct themselves professionally, maintaining a positive attitude and acting dependably, timely and prepared
- Adjust to meet changing needs and handle shifting priorities and processes in a positive manner
- Meet commitments defined by others, paying attention to detail, learning from mistakes, and maintaining confidentiality

Qualifications:

- Bachelor's degree in Electrical Engineering/ Architectural Engineering (with an appropriate discipline focus) or an appropriate level of experience
- Intermediate to advanced knowledge of Microsoft Excel, Word and Outlook

Compensation and Benefits:

- Competitive Salary
- Structured Bonus Plan
- Medical, disability, dental insurance offered
- Retirement funding plan with company matching
- Paid time off (sick, vacation, holidays)