



JOB DESCRIPTION

Job Title: Environmental Project Manager

Office: Springfield, MA

Hiring Manager: Guy Dalton

Date: January 2018

*Send Letter of Interest and Resumes to: Human Resources GZA GeoEnvironmental, Inc. 249 Vanderbilt Avenue Norwood, Massachusetts 02062 Email: careers@gza.com

GZA GeoEnvironmental, Inc. (GZA) is currently seeking a **Senior Environmental Project Manager** to support our environmental site investigation, remediation, and compliance practice in our **Springfield, MA** office. The ideal candidate for this position is a seasoned environmental consulting professional with a strong doer-seller aptitude and the motivation and desire to foster technical excellence and maintain strong client relationships. We expect this Doer-Seller to be an enthusiastic outgoing person with the desire and motivation to embrace external networking and marketing activities to help us locally grow our Environmental practice.

As a **Senior Environmental Project Manager**, you will work with a staff of interrelated professionals dedicated to providing high-level expertise on complex projects above, below and at ground-level. You will successfully execute all aspects of projects under the guidance of a company Principal. You will also represent GZA with the client throughout proposal, contract, and project performance phases, will be responsible for day-to-day execution of technical and financial aspects of each project, will be involved with marketing activities and networking events, and will be involved with the development and mentoring of staff. Senior Project Managers have ownership opportunities with the firm and the potential for advancement to principal levels.

Key Duties:

- Managing project team, delegating to office and field staff, and executing day-to-day activities of projects
- Conducting internal and client communications
- Monitoring team performance for compliance with contractual agreements and budgets
- Providing business development support
- Preparing proposals and reviewing/writing environmental reports with Principal guidance and review
- Managing project contractual and financial issues (including terms of agreement, changes in scope, billing process including invoicing and tracking account receivables)
- Managing and mentoring GZA existing staff of project-level engineers
- Conducting/reviewing technical analyses/calculations
- Participating in meetings and agency consultation
- Conducting site compliance inspections
- Developing construction plans
- Preparing construction cost/quantity estimates

Qualifications:

- Bachelor's Degree in Environmental Engineering, Environmental Science, or Geology (Advanced Degree Preferred)
- 10+ years of relevant experience at consulting engineering firms and knowledge of administrative code and regulations in Massachusetts (New England experience a plus)
- Experience with the development, design, and management of environmental investigation, assessment, compliance, and remediation projects
- Chlorinated hydrocarbon investigation / remediation experience a plus



- Construction bid specification experience a plus
- Experience working on industrial compliance and permitting projects
- Self-starter, able to complete tasks with minimal supervision and direction
- Demonstrate professional judgment, consistency, strong attention to detail, and background of high quality work products
- Demonstrate performance of independent analysis, problem solving and strong organizational skills
- Strong oral and written communication skills
- Experience preparing well-written reports within budget that demonstrate technical knowledge
- Strong interest in safety
- Experience in successfully advocating and/or negotiating with regulatory agencies and third parties in favor of client positions
- Possess or have completed 40-hour OSHA HAZWOPER training and current with OSHA 8-hr annual refreshers
- PE or P.G. license strongly preferred
- Massachusetts LSP license required

About GZA:

- Professional development and enrichment
- Exciting and flexible work environment
- Generous, company-subsidized benefits package, including medical, dental, vision and 401K retirement plan
- Opportunity to become a shareholder

GZA is an employee-owned multidisciplinary engineering consulting firm with a history of more than 50 years of providing innovative engineering solutions to improve the natural and built environment. We are an ENR Top 500 Design firm focused on geotechnical, environmental, water, ecological, and construction management services. With a staff of interrelated professionals dedicated to providing high-level expertise on complex projects above, below and at ground-level, GZA's experts provide seamless integration across practice areas, client type, and location.

GZA GeoEnvironmental, Inc. is an Affirmative/Equal Opportunity Employer and does not discriminate on the basis of race, color, religion, national origin, ancestry, sex, sexual orientation, gender identity, physical or mental disability, citizenship status, marital or veteran status, age or other protected status.