



Insight Civil Engineering, PLLC
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Insight Civil. Innovative engineering, planning, and consulting services for a more resilient and sustainable future.

Civil Engineer/Project Manager
Primary Location: United States-New York City
Discipline: Civil Engineering

Who we are

Insight Civil Engineering, PLLC, is a certified WBE, DBE, SBE committed to providing comprehensive technical and professional services. We have extensive experience in the fields of civil engineering, planning and urban design, and buildings and facilities consulting. At Insight Civil, every member of our team is dedicated to building long-term relationships with clients in both the private and public sectors. Our continued success is driven by our commitment to a standard of excellence, quality assurance, responsiveness, business integrity, and customer satisfaction. Our mission is to provide high quality engineering, planning, design, and consulting services, while meeting and exceeding client expectations at a reasonable cost. Our design philosophy is guided by five core values: professional standard of care, adaptation, nature-based design, sustainable development and equity.

Now in our eighth year of business, Insight Civil has grown exponentially from a team of one to a team of nearly 20 staff members. Insight Civil is a member of [Primary](#), a wellness based co-working company with two beautiful locations near Penn Station and in Manhattan's Financial District.

Our team and work

Our primary assets are our people. Each member of the Insight Civil team is a critical part of achieving our core mission. We are a team of dynamic, pragmatic and highly competent professionals, with a primary focus on customer satisfaction and a vested interest in building successful, long-term business relationships. Our team is composed of civil engineers, urban planners/urbanists, sustainability specialists, and operations and management professionals with the ability work collaboratively and with transparency. We work as a unified team at Insight Civil and believe that this approach delivers the best value to our clients and partners. Current projects in the engineering portfolio range from resilient and sustainable design work, to waterfront development and resiliency projects, to site development for large institutional clients, from civil support for ports, intermodal and transportation infrastructure, to heavy civil and water resources design for large aviation projects, Insight Civil is working on some of the most important infrastructure and planning challenges facing our city and region.

The position

We are currently seeking a full-time Project Manager for the Civil Engineering group in our NYC Office. We are looking for a New York / New Jersey State PE qualified civil engineer with experience in the design and management of site development projects. Experience with leading and managing design teams as part of multidisciplinary projects is also required. The successful candidate will have experience with civil engineering design from project inception/planning through to construction in a variety of development scenarios. The successful candidate must be a self-motivated, strong communicators and able to operate independently and provide project status updates at regular check-ins with the Principal Civil Engineer.

The successful candidate must be able to function as a project manager as well as be able to execute design and deliverables. This candidate should be exceedingly well organized, flexible, detail oriented and enjoy working on projects of varying sizes and complexities. This opportunity requires a highly driven self-starter with the ability to successfully perform under pressure, prioritize and multitask.

Job Description:

- Manage multiple civil engineering project schedules, deliverables, and budgets
- Delegate project tasks and coordinate workload with civil engineering team
- Communicate with clients, contractors, agencies, and other sub-consultants for required project coordination
- Develop and review plans, specifications, and material submittals
- Perform construction site inspections to ensure field work complies with plans
- Support and contribute to on-going business development efforts for the Civil Engineering division

Education/Experience/Certification requirements:

- Bachelor's in Civil Engineering with a strong knowledge of civil engineering fundamentals
- PE – New York, and ability to get New Jersey PE within six (6) months
- Minimum 8+ years of civil engineering experience
- Minimum 4+ years in computer-aided drafting using AutoCAD
- Experience managing engineering, design and/or construction projects of varying complexity for Clients
- Understanding of resilient and sustainable design principles. ISI Envision Sustainability Professional certification and/or LEED Accreditation preferred
- Knowledge and experience with modelling software such as AutoCAD Civil 3D, AutoTurn, preferred

Required Skills:

- Working knowledge of project management + scheduling software programs (i.e. MS Project, etc.) preferred
- In depth knowledge of civil engineering practices
- Familiarity with NYC agency filings (i.e. DOB, DEP, SWPPP, NOI, etc.)
- Outstanding written and verbal communication skills
- Working knowledge of AutoCAD & working knowledge of engineering design software preferred
- Proficiency with Windows OS and Microsoft Office programs
- Excellent time management, planning and organization skills required for a fast-paced, team environment
- Must be self-motivated, proactive and willing to take on new challenges and responsibilities
- Must be adaptable, pragmatic and comfortable working in a small business environment
- Must have previous experience in a consulting role

Compensation and Benefits:

- Health Insurance Benefits: Insight Civil offers three health insurance plans (AETNA Gold, Silver, or Bronze) and will cover 80% of the Silver plan monthly premium. Vision and dental insurance policies are included, and Insight Civil will cover 100% of the monthly premium.
- 401K Benefit: Insight provides a 401K plan option for eligible employees. Employees are eligible to participate after completing 1 year of employment.
- Pre-Tax Commuter Benefits: Insight Civil provides and administers a pre-tax commuter benefit plan option for eligible employees. Employees are considered eligible to enroll in commuter benefits on the first of the month following 30 days of employment.
- Flexible Spending Accounts (FSA): Insight Civil provides flexible spending account options for medical expenses and for child daycare for eligible employees. Employees are considered eligible to enroll in flexible spending account benefits on the January 1st following 1 year of employment.
- Flexible Work Schedule (subject to approval): Standard business hours at Insight Civil are 9am-5pm, but we recognize that life schedules, personal health, and our productivity, doesn't always align with traditional hours. Because we value personal ecology and believe everyone works well when they feel their best, you are welcome to negotiate a schedule that works best for you if your projects allow it and your superior approves (i.e. 8am-4pm, 10am-6pm, etc). We also welcome remote work, subject to approval.

- **Fitness Counts:** \$100/year reimbursable benefit for health/fitness related expenses (receipts must be submitted). Available immediately upon employment start. Additionally, through our Primary membership, you will have access to unlimited yoga, meditation, Pilates, and other workout classes in the fitness studio, as well as access to Peloton bikes at the Primary Financial District location and brand-new locker rooms with showers at both locations. Primary also provides a well-stocked café with free coffee, and snacks for purchase.
- **Paid Time Off (Vacation, Personal & Sick):** 15 days/year, and Insight Civil complies with the NYC Earned Sick Leave Act. Additionally, Insight Civil has a tiered PTO compensation program where your PTO increases the longer you are with the firm.
- **Holidays:** 9 days/year; New Year's Day, Martin Luther King Jr. Day, Memorial Day, Independence Day, Labor Day, Indigenous People's Day, Thanksgiving, Friday after Thanksgiving & Christmas Day.

I'm interested! How do I apply?

Great, we'd love to hear from you! Please send a professional resume, letter of interest/cover letter, a list of three (3) professional references, and work samples (writing and drafting/design examples) to careers@insightcivil.com with the position title in the subject line. Please do not call or fax.

Thank you and we look forward to hearing from you!

Insight Civil Engineering is proud to be an equal opportunity employer. All applicants will receive consideration for employment without regard to race, color, religion, sexual orientation, gender identify, and national origin.