



Project Manager

Clark | Azar & Associates, Inc. (CAA) is a woman-owned small business recognized for creative and unique engineered site solutions. We provide comprehensive civil engineering and landscape architecture services for all types of facilities, from parks and schools to healthcare facilities, municipal infrastructure and government offices. We specialize in sustainable, low-impact development including master planning, design and construction oversight. CAA has a close-knit team of technical professionals who collaboratively manage and design challenging site development projects in the Mid-Atlantic region. CAA has offices in Owings Mills and Germantown Maryland.

CAA seeks a responsible and reliable project manager to be based in our Owings Mills office. The PM will be responsible for site development, stormwater management, grading, erosion and sediment control and utility design, from initial project planning through the construction phase. Effective communication and organizational skills are essential to maintaining CAA's reputation for client responsiveness and efficiency.

Essential Job Functions:

- Develop civil engineering plans using AutoDesk Civil3D and GIS while applying knowledge of local, state, and federal design standards
- Manage entire project delivery process of basic to complex projects and/or specific project phases including but not limited to schedule, scope, budget, permitting and construction document packages
- Interface with clients, review agencies, and contractors while providing timely and responsive service
- Perform hydraulic and hydrologic analysis to determine engineered solutions for storm drainage and stormwater management applications
- Prepare detailed utility plans, profiles and engineered plans for water and sewer infrastructure
- Prepare project cost estimates
- Provide office and site support for projects under construction and assist with construction inspections

Requirements and Qualifications:

- Bachelor's Degree in Engineering from an accredited engineering institution
- 6+ years of experience
- PE preferred (or ability to obtain within 6 months of hire)
- Proficiency with AutoCAD/Civil 3D
- Experience with preparation of construction plans
- Ability to work independently in a team environment and effectively manage time and multiple projects.

CAA provides excellent benefits including flextime and a compressed work schedule, competitive salaries and benefits including medical, dental, vision, paid time off, holidays and retirement. We also



CLARK | AZAR & ASSOCIATES

provide the potential for a lucrative bonus structure. We conduct a pre-employment background investigation and are a drug-free workplace. EEO Employer F/M/Veteran/Disabled.

Send cover letter and resume to Dana Clark at dclark@clarkazar.com.

www.clarkazar.com