



OWNERS
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DOUGLAS C. GRUNLOH, P.L.S.

LICENSEES
NICHOLAS E. BURRUS, P.E.
CHARLES R. MCGHEE, P.E.
MICHAEL A. TAPPENDORF, P.E.

Employment Opportunity

Civil Engineer – Full Time (5+ Years Experience)

Job Description

Milano & Grunloh Engineers, LLC is a fast-paced, growing engineering firm located in Effingham, Illinois. We have been in business since 1979 and currently have 20+ employees. Our clientele tends to be within a 90-mile radius of Effingham, allowing you to work close to home every day and giving you the opportunity to make an impact on local communities.

This position has the following responsibilities:

- Plan, design, and manage a variety of civil engineering projects
- Organize and perform projects from inception to completion
- Preparation of plans using Civil 3D software including streets, sewers, and utilities
- Preparation of details, specifications, and bidding documents
- Preparation of regulatory permits for projects
- Complete project administration for municipal projects including attending client meetings
- Attend council/board meetings
- Strong communication skills for working with clients regarding current and future projects

A successful candidate will have:

- An Illinois Professional Engineering license
- A minimum of 5 years Civil Engineering experience, including permitting, design, and construction of land development projects
- Working knowledge of Civil 3D and AutoCAD software
- Knowledge of Illinois Department of Transportation specifications, policies, and procedures
- Ability to effectively manage clients
- Strong team player that can manage and contribute to several projects simultaneously

Compensation:

- Commensurate on experience
- Employer paid health insurance coverage for eligible full time employees
- Employer paid dental/vision insurance coverage for eligible full time employees
- Employer paid basic life insurance coverage for eligible full time employees
- Seven paid holidays after 90-day probationary period; including 3 hours paid time the afternoon before a holiday
- Paid personal leave hours beginning with four hours per month after 90-day probationary period, and increasing at one full year of employment and increasing again after ten full years of employment
- SIMPLE Retirement Plan for eligible full time employees upon meeting two year salary requirements, company match up to 3%
- Use of company vehicle for employees with Profession licensure after 90-day probationary period. Includes personal use during off-work hours

If you would like to become a part of our team, please submit your cover letter and resume with references to jbushue@mgengineers.com.