



Position: Scheduler/Project Engineer

MOCA Systems is a rapidly growing, nationally recognized Project and Construction Management firm that provides owners with Project Controls service (cost estimating, scheduling, and claims / changes analysis),

MOCA project and construction management services are based on existing cost and scheduling tools such as *Primavera*™ and our proprietary *MOCABuild*™ which simulates the construction project for more refined cost estimates integrated with labor-driven schedules.

With MOCA experiencing unprecedented growth, we are actively seeking a Project Engineer/Scheduler located near Aberdeen Proving Ground, MD for construction programs through contract awards and design completion.

Interested candidates should have a thorough **understanding of construction principles**, to **develop baseline cost and change order estimates** at concept, schematic, DD and final phases. The successful candidate(s) will support and augment existing project team in the **development of schedules, and budgets** using standard cost and scheduling applications augmented by the MOCABuild project controls system.

#### **Do you meet the Key Requirements?**

- Four-year college degree (B.S.) **Required**
- At least 2 years of scheduling experience using Primavera Project Planner **Required**
- 1 year of cost estimating experience **Preferred**
- Demonstrated MS word processing and
- **spreadsheet proficiency**
- Experience and interest in developing initial
- program budgets and schedules
- Government experience is a plus
- **CCE, CCC, PMP or PE certification is a plus**
- Experience with Timberline, PACES,
- RS Means or MCACES is a plus.

#### **Are you able to perform the typical duties and responsibilities this job requires?**

- Review all documents and site conditions to become familiar with the project
- Direct or implement collection of all project data for project files and cost engineering research
- Perform and document detailed takeoffs
- Creating detailed and accurate schedules update and monitor project schedules based on daily QC reports.
- Review and verify monthly progressed schedule for payment.
- Communicate with vendors, clients, engineers, and all team members
- Review all data to provide continuity and direction of the project