

ENGINEER

We are looking for an individual who will be responsible for providing overall technical input and support within and outside the Institute/client association and/or developing products with the assistance of subject matter experts.

MAIN RESPONSIBILITIES:

- Review and edit articles, documents, and journal papers for technical quality
- Develop products such as articles, documents, courses, presentations, educational materials, and exam questions based on ACI's technical information and publications
- Seek out and coordinate with reviewers and developers of ACI products
- Gather information and develop descriptions of seminars, sessions, or courses submitted for continuing education credit approval by other organizations
- Oversee the review and revision processes for ACI products
- Review products after final layout
- Provide direct support to assigned committees
- Liaison with outside organizations
- Support adoption of ACI standards by national and international groups
- Answer technical questions and develop and maintain information on the ACI's website
- Assist with review and development of ACI's marketing materials
- Present on topics related to concrete materials or design

REQUIREMENTS FOR THE POSITION:

- Bachelor's Degree in Civil Engineering, Structural Engineering, Materials Engineering, Materials Science, or related field
- 4 years practical experience in concrete design, construction, repair, materials, research, or testing
- Registered Professional Engineer (P.E.) designation desired
- Proficiency in software related to area of expertise
- Proficiency in engineering mathematics and dimensional analysis

DESIRED ATTRIBUTES:

- Able to prioritize, handle multiple tasks, and meet deadlines
- Flexibility and willingness to take on new projects and tasks, as necessary
- Ability to clearly communicate complicated subjects to an audience with a wide range of ability
- Capable of critically evaluating content and layout of materials
- Ability and desire to independently research
- Strong analytical skills
- Ability to work independently and as part of a team