

# Job description

## PROJECT MANAGER (Indianapolis, IN)

American Environmental Corporation is in search of a project manager in its Indianapolis, IN office. You would be a member of a team providing environmental consulting services ranging from site investigations to remediation projects.

### Key Responsibilities:

- Perform Phase I ESA's
- Direct subsurface investigations and remediation projects
- Ensure projects are performed safely in accordance with company and site safety standards.
- Interpret data and write technical reports.
- Effective client and regulatory agency communication and relations
- Travel to project sites throughout Indiana.
- Manage project budgets.

### Skills/ Qualifications/Requirements

- BS degree in Geology or Engineering or similar earth science
- 5 + years related work experience
- Computer proficiency (including Microsoft Office: Word, Excel, and PowerPoint)
- Strong technical writing skills
- Demonstrated verbal communication and technical presentation skills.
- Ability to work both independently and as part of a team with the ability/desire to lead tasks.
- Attention to detail.
- Ability to read, interpret and apply State and Federal technical guidance, and regulations.
- Must pass drug test, background check, and have a satisfactory driving record.
- Must have a valid and current Driver's License

### Preferred

- Prior consulting/LUST project management experience
- 40-hour OSHA HAZWOPER certification (if not, will be provided)

### We Offer a Great Benefits Package

- A competitive base salary

- Paid Time Off
- Health, Dental, and Vision Insurance
- Flexible spending account
- Employer paid Disability and Life Insurance
- 401(k)
- Educational Assistance
- Career-growth guidance and opportunities
- Flexible Schedule

### **About the Company**

American Environmental was founded in 1989 and is a professional consulting, engineering, and construction firm specializing in environmentally oriented engineering and project management. The company has offices in Indiana, Kentucky, Ohio and Illinois. These offices provide environmental site assessments, facility compliance audits, underground storage tank closures, risk assessments, soil and groundwater investigation and remediation, solid and hazardous waste management, and industrial hygiene/health and safety consulting for a diverse clientele.

Job Type: Full-time

Pay: \$55,000.00 - \$65,000.00 per year

Schedule:

- Monday to Friday