

## PTI Engineer

The PTI Engineer will work with and report to the Executive Vice President (EVP) in the implementation of the PTI technical, education, promotion, and certification programs, in alignment with PTI's vision and mission. The PTI Engineer is responsible for providing overall input and support, internal and external to the Institute, plus developing and delivering products (publications, presentations, etc.) with the assistance of industry subject matter experts.

### Job Responsibilities:

- Lead the development and delivery of PTI's products such as articles, publications, seminars, webinars, workshops, presentations, educational materials, and exam questions based on PTI's technical information and publications.
- Gather information and develop descriptions of seminars, sessions, or courses submitted for continuing education credit approval by other organizations.
- Manage the review and revision processes for assigned PTI products and services.
- Review and edit articles, documents, presentations, and journal papers for technical quality.
- Assist with contacting engineers, architects, contractors, suppliers, researchers, and others to solicit paper and article submissions for the PTI JOURNAL, presentations for the technical sessions program held at the PTI convention, and presentations for the PTI monthly webinars program.
- Review and edit products during all steps in the publishing phase, all the way through final layout.
- Provide direct support to assigned committees as a PTI Staff Liaison. This support can include but is not limited to coordination with committee Chairs to facilitate in-person and web-based meetings, development and maintenance of meeting agendas and minutes, management of the balloting process for ballots associated with committee work, coordinating the work of committee task groups and processing committee roster/membership changes over time.
- Lead and facilitate the publication of documents that come from the consensus work of committees. This would include the entire process from committee finalization, all the way through the final publishing phase.
- Liaison with outside organizations in the concrete design and construction industry, as a representative of PTI and in support of the interests of PTI and its members.
- Identify opportunities to provide PTI resources and deliver PTI sponsored presentations to students and educators studying Civil/Structural Engineering, Architecture, and Construction Management.
- Identify opportunities to provide PTI resources and deliver PTI sponsored presentations to engineering, architectural, contractor/construction manager, owner & developer firms, and industry associations.
- Work with staff and members to encourage engineers, architects, contractors, suppliers, academics, and students to join PTI as a member.
- Support and help facilitate adoption of PTI standards, guides, specifications, and certification programs by national and international groups.
- Answer technical questions submitted to PTI by email, or through Q&A during webinars and seminars delivered by the PTI Engineer.
- Write technical and educational articles promoting the merits of post-tensioning and its use on projects.
- Assist with development of technical, educational, and promotional content for the PTI website.

- Assist with review and development of PTI's marketing campaigns and materials.
- Present on topics related to post-tensioning design, construction, and materials. This includes managing and
- delivering PT design seminars to various audiences and customers. Design and construction topics may include buildings, slab-on-ground, bridges, foundations, repair, rehabilitation, strengthening and more.
- Instruction of PTI's Field Personnel Certification workshops on an as needed basis.
- Miscellaneous projects or assignments as assigned.

#### **Job Requirements:**

- Bachelor's degree in civil engineering, structural engineering, mechanical engineering, materials engineering, materials science, or related field.
- Master's degree in civil engineering, structural engineering, mechanical engineering, materials engineering, materials science, or related field is desired.
- At least 5 years practical experience in concrete design, construction, repair, materials, research, or testing.
- Experience with design and construction of post-tensioned concrete is required.
- Experience with construction industry trade associations or technical institutes as staff or active member is desired.
- Proficiency in software related to area of expertise.
- Competency in engineering mathematics and dimensional analysis.
- Registered Professional Engineer (P.E.) designation is desired.

#### **Additional Requirements (Not Required):**

- Able to prioritize, handle multiple tasks, and meet deadlines.
- Flexibility and willingness to take on new projects and tasks.
- 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 in both an office and remote work environment.

An individual in this position will be required to attend conventions, trade shows, off-site meetings, industry conferences, training events, or other business-related events which could involve multi-day or multi-week overnight travel.