

Company Overview

Cosmos Granite & Marble is a national distributor of countertop, flooring and wall finishing materials, started in 2005. Cosmos has always been recognized for its dedication to Quality and Service and we have achieved this success through the support and dedication of our team members. At Cosmos, we believe in the safety, continuous education and upliftment of our team members and customers and continue to invest in resources. Come, join us and experience the joy of working with an industry leader.

Job Summary

Cosmos Granite is looking for an outgoing and highly organized Project Engineer to assist with the management of daily business activities and administrative tasks. The Project Engineer's responsibilities include assisting with human resource allocation, organizing company events, assisting with employee training, sales, and liaising with clients.

To be successful as a Project Engineer, you should be able to resolve problematic situations efficiently, have excellent communication and organizational skills and ensure smooth daily operations of the business.

Responsibilities and Duties

- Apply principles from engineering management program to develop innovative models and operational solutions for projects
- Work with business department and manufacturing plants to monitor customer releases
- Review material inventory, interact with logistic companies and warehouses to ensure on-time shipment and delivery
- Perform analysis and optimization of operational problems using scientific and mathematical methods
- Identify and verify root cause and escape points, troubleshoot all logistic problems and provide appropriate solutions
- Evaluate safety compliance and develop safety protocols
- Prepare and maintain SOP documents and assist in developing company policy
- Contribute positively towards company growth plan and play active role in improving company market share

Qualifications and Skills

- Master's degree in mechanical engineering or Engineering Management with 6 months experience as Project or Mechanical or Operations Engineer is a must.
- Authorization to work in the US or the ability to obtain.
- Current valid Driver's License.
- Excellent communication and people management skills.
- Proficiency in Microsoft Office applications.
- Ability to multitask and work independently or in a team.

- Primary worksite is Kent, WA, but relocation is possible.