## Project Engineer

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| **Generic title** | Manager – 2 |
| **General Description** | A colleague at this level will take responsibility for delivering specific tasks, goals and objectives. They will work under direction but will be able to work without day to day support. They are expected to work proactively and deliver defined tasks to an industry standard.They will manage their own tasks within the context of a project or company objective. Whilst they will take day to day decisions on their own, they will refer significant decisions. They are accountable for the performance of a small team. In operations they will manage small or medium projects and site. They supervise larger teams of trades of co-ordinate significant functions on a larger project. In commercial they will manage costs and quantities on small projects or as part of a team on a larger project.  |

## Competencies

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| **Achieving Results** | Sets clear and appropriate goals that consider the bigger pictureDrives well to achieve consistent resultsDeliver a quality performance consistently |
| **Analytical thinking and decision making**  | Rational and systematic analysis of situation to enable decisions on more varied issuesQuestioning the evidence to evaluate issues |
| **Communication** | Communicates positively with clarity and understandingPresents information in a structured wayDemonstrates confidence when communicating in own subject  |
| **Dealing with change** | Positive attitude to change when presentedContributes to change in own area of work |
| **Teamwork** | Contribute to the overall team objectives Understand how to be part of a teamRegularly cooperate with team members |
| **Leadership** | Ability to take control of situations with one’s sphere of influenceAssume responsibility – organising and guiding where necessary |
| **Managing resources**  | Create a plan for a familiar project or processInterpret a plan and decide what resources are requiredBring resources together and ensure they are efficiently deployedAble to call upon and manage diverse skills and methods to deliver results  |
| **Negotiation**  | Understand the others point of viewMake an objective and structure case with pros and cons Understand the need to give and takeUnderstand and defend a position |
| **People Development**  | Can respond well within tested frameworks of development to identify own needsUse personal experience to build own skills  |

## Role definition

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| **Summary of role**  | Responsible and accountable for installation, testing and commissioning, and documentation of the mechanical element of a project or projects, and provide proactive input into overall programme and commercial activities. |
| **Responsibilities and accountabilities**  | Review and challenge mechanical designs for build-ability and cost effectivenessBe responsible for control of mechanical subcontractors on site, within budget, to the highest quality and safety standards and to the satisfaction of the customerAssist with the commissioning of plant, equipment and processes, and optimise operating in line with agreed performance parametersBe responsible for the completion of the mechanical scope of works and documentation to obtain Perfect DeliveryProvide technical support and advice to design teams in assessing existing process plant and equipment and build-ability of proposed solutionsEnsure all staff and subcontractors promote a safety and environmental conscious cultureAssist in reviewing and implementing safe systems of work for mechanical and electrical site activities, including risk assessments and method statements and impact / contingency plansResponsible for the implementation, monitoring and reporting of the mechanical installation programme and activitiesParticipate in and contribute to Hazop and Hazcom processesManage the delivery of O&M documentationCoordinate, control and undertake mechanical and electrical testing and commissioning activities, supervising testing and commissioning subcontractors where engagedCoordinate, control and undertake mechanical and electrical routine maintenance and process operation, supervising maintenance subcontractors where engagedManage defects and corrective actionsProvide information and advice for asset management of mechanical and electrical equipmentProactively develop and manage customer relationships to ensure full satisfactionEnsure the achievement of customer performance targets and Perfect Delivery |
| **Qualifications, training and technical knowledge**  | BTEC HNC in mechanical engineering (or equivalent)CITB Site Managers Safety Training SchemeCSCS Site Supervisor – Gold Card |
| **Attributes and skills**  | Proficient in subcontract managementProficient in managing site construction and installationProficient in the installation, inspection, testing and fault finding of:Mechanical Services including but not limited to HVAC systems,Piped Services including Water, Gas and Process Gas Systems.Competent and confident IT skills for using databases, word-processing, spreadsheets, planning tools, email, internet, etcExcellent organisational, planning and time management skills; able to manage multiple projects simultaneously without compromising on standards and qualityAbility to work within a major projects environment, possessing the organisational skills required to do so to demanding deadlines Ability to develop friendly and professional customer focused relations with others.Excellent communications skills, with the ability to simplify complex concepts both orally and in written formProficient knowledge of health and safety and environmental legislationKnowledge of construction contracts and proceduresAbility to work in a team environment contributing across a project, site or areaGood management skills, with the ability to motivate self and colleagues to performGood planning and time management skills; able to manage activities simultaneously within compromising on standards and qualityAbility to ensure standards and specifications are met Ability to work with colleagues to contribute to project and operational performanceSound knowledge of construction practises and standardsSpecialist knowledge in chosen field  |