## Senior Project Engineer

|  |  |
| --- | --- |
| **Generic title** | Manager – 1 |
| **General Description** | A construction, commercial, project, technical manager or functional manager with considerable experience who performs a specific discipline over a wide range of complexities or large geographic area.  They will manage their own workload within the context of a wider project or company objective. They will take significant decisions within their discipline with direction from a senior manager. They are accountable for their own work and their team’s performance and its impact on their area or project.  In operations they will manage all aspects of a mid-sized project, site of single function (e.g. M&E or Special Works) on a larger scheme or area office.  In commercial they will manage all aspects of estimating, design procurement or supply chain for a site, project or office. |

## Competencies

|  |  |
| --- | --- |
| **Achieving Results** | Sets clear and appropriate goals that consider the bigger picture  Drives well to achieve consistent results  Deliver a quality performance consistently |
| **Analytical thinking and decision making** | Rational and systematic analysis of situation to enable decisions on more varied issues  Questioning the evidence to evaluate issues |
| **Communication** | Ability to choose most appropriate style of communication  Able to listen actively by which we mean hearing and interpreting what is said  Demonstrating sound questioning techniques |
| **Dealing with change** | Sees potential of new ideas and situations  Take a pragmatic approach to change  Considers impact of change on others as well as self  Ability to explain the effects to colleagues |
| **Teamwork** | Develop inter-team collaboration inside and outside company  Understand the role of a team and how it delivers the objectives  Can adapt to different types of teams in most situations  Take a cohesive and encouraging approach to team working |
| **Leadership** | Ability to take control of situations with one’s sphere of influence  Assume responsibility – organising and guiding where necessary |
| **Managing resources** | Create a plan for a familiar project or process  Interpret a plan and decide what resources are required  Bring resources together and ensure they are efficiently deployed  Able to call upon and manage diverse skills and methods to deliver results |
| **Negotiation** | Understand the others point of view  Make an objective and structure case with pros and cons  Understand the need to give and take  Understand and defend a position |
| **People Development** | Can work well within tested frameworks of development to identify others needs  Use personal experience to build skills in other people  Use informal and formal performance reviews to target needs for development  Understand and recognise people’s current career needs  Coach and give feedback  Build development plans with others |

## Role definition

|  |  |
| --- | --- |
| **Summary of role** | As senior project engineer you will be responsible and accountable for the design development, procurement, installation, testing and commissioning, and documentation of the electrical element of a project or projects, and provide proactive input into overall programme and commercial activities. |
| **Responsibilities and accountabilities** | Review and challenge designs for build-ability and cost effectiveness  Responsible for materials and subcontract procurement and control of subcontractors on site, within budget, to the highest quality and safety standards and to the satisfaction of the customer  Undertake the commissioning of plant, equipment and processes, and optimise operating in line with agreed performance parameters  Responsible for the completion of the electrical scope of works and documentation to obtain Perfect Delivery  Provide technical support and advice to design teams in assessing existing process plant and equipment and build-ability of proposed solutions  Lead technical, commercial and site management support to procurement teams in quotation evaluation and pre-contract award processes for electrical deliverables  Expedite subcontractor designs, off-site works, testing and delivery to ensure compliance of quality, budget and programme milestones defined in the subcontract  Ensure all staff and subcontractors promote a safety and environmental conscious culture  Assist in reviewing and implementing safe systems of work for mechanical and electrical site activities, including risk assessments and method statements and impact / contingency plans  Responsible for the implementation, monitoring and reporting of the electrical installation programme and activities  Responsible as electrical coordinator for the control and implementation of electrical safety on site  Participate in and contribute to Hazop and Hazcom processes  Manage and produce commissioning and O&M documentation  Coordinate, control and undertake mechanical and electrical testing and commissioning activities, supervising testing and commissioning subcontractors where engaged  Coordinate, control and undertake mechanical and electrical routine maintenance and process operation, supervising maintenance subcontractors where engaged  Manage defects and corrective actions  Provide information and advice for asset management of mechanical and electrical equipment  Proactively develop and manage customer relationships to ensure full satisfaction  Ensure the achievement of customer performance targets and Perfect Delivery |
| **Qualifications, training and technical knowledge** | BTEC HNC in electrical engineering (or equivalent)  CITB site managers safety training scheme  CSCS Site Supervisor – Gold Card  Proficient in materials and subcontract letting and subcontract management  Proficient in managing site construction and installation  Proficient knowledge of health and safety and environmental legislation  Knowledge of construction contracts and procedures |
| **Attributes and skills** | Ability to work in a team environment contributing across a business unit or area  Good management skills, with the ability to motivate self and colleagues to achieve high standards of compliance  Good operational planning and time management skills; able to manage projects simultaneously without compromising on standards and quality  Ability to ensure standards and specifications are met  Ability to work with colleagues to deliver project and operational performance  Sound knowledge of construction practices and standards  Specialist knowledge in chosen field |