

## Role Definition

## Infrastructure Strategic Alliance

Infrastructure Strategic Alliance

### Role Definition

Job title:	ISA Project Quality Engineer		
Reports to:	Quality Lead / Manager		
Direct reports:	N/A		
Business unit:	ISA	Location:	Sellafield

### Summary

To support the ISA operational teams in achieving delivery of the both the lifetime plan and the ISA strategic objectives. To be achieved by developing the project quality 'programme' and by providing quality oversight, assurance, inspection and training to the ISA operating units, their support functions, and throughout the supply chain.

### Key objectives

- Develop the quality programme in accordance with the requirements of the collaborative management plan: quality plan
- Promote the ISA Perfect Delivery and 'snag free' through the objective of 'right first time' and by discharging inspection duties commensurate with functional competence
- Ensure that lifetime records demonstrate compliance with specified requirements, and that they are produced in a timely manner for all permanent works activities, in accordance with the requirements of the collaborative management plan: document control plan

### Principal responsibilities and accountabilities

- Ensure the production of the quality programme for assigned projects and portfolios of work
- Monitor and report on compliance with the quality programme
- Help develop and review inspection and test plans (ITP's)
- Ensuring adequate arrangements in place for inspection activities, both on and off-site, relevant to the quality grading for the product or construction element
- Liaising with the customers Inspection and Certification group (ICG) for any works with quality grade 1 & 2
- Support the ISA assurance framework by participating in self-audit and internal audit
- Undertaking quality surveillance on projects
- Attendance at project management meetings: not limited to - start up meetings, subcontractor pre-start meetings, project progress meetings
- Raising and promoting the raising of both Condition Reports within the SL ATLAS system and Non-Conformance Reports within the MS SHEQ Tracker
- Delivering quality related tool box talks
- Liaison with project commercial functions to ensure compliant quality arrangements in the supply chain
- Participating in project reviews and post project 'LFE' workshops
- Report performance to the ISA quality lead as required with immediate escalation of any issues

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**Person specification**

**Qualifications & Training**

- Internal Auditor qualification
- Minimum Baseline security cleared or SC for working in Analytical Services
- Monitored Worked trained within 6 months of receiving P4 pass
- Risk Perception trained within 6 months of receiving P4 pass
- Preferred: Chartered Membership of the Institute of Quality Assurance (MCQI) or working towards charter status within 12 months of joining

**Technical Skills and Experience**

- Minimum 5 years' experience as a project quality engineer in a highly regulated industry, alliance or partnership
- For specific competency attributes, refer to the Morgan Sindall competency framework as part of the Performance and Development process

Signed by:		Date:	
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