## 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 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** | Communicates positively with clarity and understanding  Presents information in a structured way  Demonstrates confidence when communicating in own subject |
| **Dealing with change** | Positive attitude to change when presented  Contributes to change in own area of work |
| **Teamwork** | Contribute to the overall team objectives  Understand how to be part of a team  Regularly cooperate with team members |
| **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 respond well within tested frameworks of development to identify own needs  Use 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 effectiveness  Be responsible for control of mechanical subcontractors on site, within budget, to the highest quality and safety standards and to the satisfaction of the customer  Assist with the commissioning of plant, equipment and processes, and optimise operating in line with agreed performance parameters  Be responsible for the completion of the mechanical 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  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 mechanical installation programme and activities  Participate in and contribute to Hazop and Hazcom processes  Manage the delivery of 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 mechanical engineering (or equivalent)  CITB Site Managers Safety Training Scheme  CSCS Site Supervisor – Gold Card |
| **Attributes and skills** | Proficient in subcontract management  Proficient in managing site construction and installation  Proficient 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, etc  Excellent organisational, planning and time management skills; able to manage multiple projects simultaneously without compromising on standards and quality  Ability 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 form  Proficient knowledge of health and safety and environmental legislation  Knowledge of construction contracts and procedures  Ability to work in a team environment contributing across a project, site or area  Good management skills, with the ability to motivate self and colleagues to perform  Good planning and time management skills; able to manage activities simultaneously within compromising on standards and quality  Ability to ensure standards and specifications are met  Ability to work with colleagues to contribute to project and operational performance  Sound knowledge of construction practises and standards  Specialist knowledge in chosen field |