

## JOB DESCRIPTION – JOB ENGINEER

### RESPONSIBILITY

- To generate Engineering design deliverables prepared with due diligence after appropriate consideration of client's requirement and in line with instructions received from Lead Engineer and in comprehensive compliance with PLE's Quality Systems Procedure;
- To adopt and encourage a **First-Time-Right (FTR)** approach for preparation of design deliverables and ensure alignment to approved schedule.

### ROLE PURPOSE

#### Essential

- Obtain/assimilate relevant design input from Lead Engineer and other agents in Project and incorporate in the deliverables;
- Ensure preparation of design deliverables with due consideration for applicable Codes & Standards;
- Ensure prompt Coordination with the other Engineering disciplines.
- Vendor interactions
- Ensure appropriate checking & review of all documents / drawings before release at any Revision status.
- Assist lead in Work planning, progress monitoring and adherence to scheduled completion of engineering documents.
- Preparation / checking of deliverable as per quality plan.
- Schedule adherence for job assigned.

#### Secondary

- Assist HOD / Lead Engineer in all departmental functions.
- Checking and Review of vendor documents
- Updating information on products and vendors/sub-contracts
- Review of critical systems with Lead Engineer and perform necessary steps to produce quality product.
- Acts as a mentor for GET's / EDHT's

## PROFESSIONAL QUALIFICATION

- **Essential:** Engineering degree in Civil/Structural essential
- **Desired:** Higher degree is desirable

## EXPERIENCE

Minimum 2 years relevant experience

## SOFTWARE SKILLS

### Essential

- Proficient with STAAD-Pro, Mathcad.
- Proficient with MS Office applications like MS Word MS Excel, MS PowerPoint

## TECHNICAL SKILLS

### Essential

- Knowledge of working with Codes and standards as required in the project.
- Knowledge of Codes and Standards used in the project/proposal.
- Knowledge for preparing design documents

## BEHAVIORAL SKILLS

Behavioral Skills	Essential	Desired
Coordination	✓	
Data Analysis	✓	
Attention to detail	✓	
Planning & Organizing	✓	
Decision making & Objectivity		✓
Prioritizing		✓
Integrity	✓	
Communication		✓
Accountability	✓	
Team Orientation	✓	
Customer Orientation		✓
Quality Orientation	✓	