

JOB DESCRIPTION – LEAD ENGINEER

RESPONSIBILITY

To ensure generation of Engineering design deliverables prepared with due diligence after appropriate consideration of client's requirement and comprehensive compliance with PLE's Quality Systems Procedure; to encourage a **First-Time-Right (FTR)** approach for preparation of design deliverables, per approved budget/schedule.

ROLE PURPOSE

Essential

- Lead & own the process of preparation of design deliverables with due consideration for applicable Codes & Standards.
- Interface with Leads of other departments to reflect the as-on-date input from other departments, as applicable.
- Take ownership of deliverables produced & their quality.
- Capture all changes / modifications in the deliverables that has been intimated by Project, prior to release of deliverable.
- Ensure appropriate checking & review of all documents / drawings before release at any Revision status.
- Attend project review meetings.
- Manpower estimation, work planning / forecast and effective utilization of manpower, progress monitoring and adherence to scheduled completion of engineering documents.
- Coordination with the other Engineering disciplines, client and vendors
- Control of Quality of engineering documents with regard to Quality assurance basis.
- Assist HOD in all departmental functions.

Secondary

- Identify training needs of team members.
- Keep HOD informed on progress of project, with agreed periodicity.
- Monitor Budget Compliance of design deliverable production.
- Escalate resource / infrastructure issues / concern areas that implicate the production process, to the right office / agency.
- Acts as a mentor for GET's / EDHT's.

PROFESSIONAL QUALIFICATION

Essential : Engineering degree in Civil/Structural

Desired : Post graduation in Engineering

EXPERIENCE

Minimum 12 years relevant experience

SOFTWARE SKILLS

Essential

- Working knowledge of STAAD-Pro software
- Proficient with MS Office applications like MS Word, MS Excel

Desired

- Working knowledge of MathCAD software
- Working knowledge of NISA software

TECHNICAL SKILLS

Essential

- Internal and External Customer concept orientation
- Good knowledge of Codes and Standards on the project/proposal.
- Experience and good technical skill in FEED/ Basic, Detail engineering of Industrial Projects
- Cost and quality consciousness

Desired

- Experience and good technical skill in FEED/ Basic, Detail engineering of facilities for Oil, Gas and Chemicals
- Knowledge of working in a multi-disciplinary EPC/EPCM environment

BEHAVIORAL SKILLS

Behavioral Skills	Essential	Desired
Communication	✓	
Interpersonal Skills	✓	
Planning & Organizing	✓	

Prioritising	✓	
Decision making & Objectivity	✓	
Leadership	✓	
Empowerment & Delegation	✓	
Change Management	✓	
Conflict Management	✓	
Integrity	✓	
Accountability	✓	
Team Orientation	✓	
Customer Orientation	✓	
Quality Orientation	✓	