

## 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:** 4 year Degree course (B.E. /B.Tech.) in Electrical Engineering
- **Desired:** Post Graduate Degree course (M.E. /M.Tech.) in Electrical Engineering

## EXPERIENCE

Minimum 3 - 10 years relevant experience

## SOFTWARE SKILLS

**Essential** MS Office, EDSA/ETAP

**Desired** Power Tools, AUTO-CAD / Micro station, PDS / PDMS.

## TECHNICAL SKILLS

### Essential

- Knowledge in preparation & updating of Design basis, Technical Specifications, data sheets, calculations for detailed engineering
- Knowledge in preparation of SLD, Hazardous area layout, Load list, cable schedule, interconnection diagram etc.
- Knowledge in preparation of drawings, sketches, layouts, system studies(Short circuit, load flow, motor starting etc.), FA system
- Knowledge in preparation of requisitions for different Electrical Equipments
- Knowledge of performing calculation like Cable Sizing, Lighting, Transformer sizing, UPS Sizing etc.
- Experience in vendor offer review, preparation of TBA/TQ, review of vendor drawings & documents.
- Knowledge in preparation of MTO for proposal estimation.
- Knowledge in Heat tracing system and CP system

### Desired

- Knowledge of Man-hour estimation for proposal
- Knowledge of PDS / PDMS modeling, AUTO-CAD / Microstation

## 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	✓	