

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 : B.E / B.Tech Electrical

Desired : M.Tech / Project Management Diploma

EXPERIENCE

Minimum 10 – 15 years relevant experience

SOFTWARE SKILLS**Essential**

- System study software's like ETAP, EDSA, CYME.
- Any Lighting calculation software like AGI, LUXICON
- Relay Coordination studies

Desired

- Smart Plant Electrical

TECHNICAL SKILLS**Essential**

- Electrical System studies
- Hazardous Areas Classification
- Equipment sizing calculations i.e Transformer, Generator, NGR etc
- Switch yard designing & transmission lines
- A/C & D/C UPS Sizing
- Lighting Calculation
- Cable sizing calculation
- Earthing & Lighting protection Calculation
- Preparation of MR's for main electrical equipment
- TBA's (Technical Bid Analysis) & Vendor Recommendations
- Preparation of Electrical layouts (like cable tray lighting, earthing, substations, FA system)
- Preparation of Single line diagrams, protection drawings, schematics, schedules & wiring diagrams.

Desired

- Heat Tracing System
- Cathodic Protection systems

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	✓	