

JOB DESCRIPTION – DESIGNER

RESPONSIBILITY

- To develop & implement the drawings as organized by job engineer.
- To interface with various departments for resolve the interface issues.
- To deliver in time schedule.
- To adhere to the project specific drafting criteria.

ROLE PURPOSE

Essential

- Communication & coordination with job engineer to be good.
- Make ensure that the deliverable of drawings are in time.
- Before releasing the drawings to job engineer, cross check the modification/changes have been done properly.
- Communicate all the modification/changes done to job engineer.
- Plan the work according to priorities as improved by the job engineer
- Ensure appropriate checking & review of all drawings before release at any Revision status.

Secondary

- Inter-coordination and understanding with department to be good.
- Ensure prompt Coordination with the other Engineering disciplines.
- Keep Job Engineer informed on progress of project, with agreed periodicity.
- Escalate resource / logistic issues that affect the productive process and participate in resolution.

PROFESSIONAL QUALIFICATION

- Essential** : 2 years certificate in draughtsman ship preferably from Govt. Institute.
Desired : 3 years diploma in engineering

EXPERIENCE

Minimum 5 years relevant experience in the field of Refinery & Petrochemical design company

SOFTWARE SKILLS

- Essential** : AutoCAD, PDS / PDMS & knowledge of Microsoft Office.
Desired : IN tools software's & MS VISIO

TECHNICAL SKILLS
Essential

- Knowledge of selection of instrument hook-up standards for different type of Instruments.
- Material take-off for Instruments Hook ups & Instrument Air distribution. Selection of different type of cable based on signal & signal philosophy
- Knowledge of studying Piping / Civil Structural & other discipline drawings.
- Commenting drawings of different disciplines like Piping, Civil structural, Arch. Etc.

Desired

- Standardization & developing new method to reduce Time & efforts in a project.

BEHAVIORAL SKILLS

| Behavioral Skills | Essential | Desired |
|---------------------|-----------|---------|
| Data Collection | ✓ | |
| Coordination | ✓ | ✓ |
| Attention to detail | ✓ | |
| Accountability | ✓ | |
| Integrity | ✓ | |
| Team Orientation | | ✓ |
| Quality Orientation | ✓ | |