

**Job Description****Code:- MANAGER PROJ. ENGG****Position****Manager Project Engineering****Role Purpose**

To ensure successful and timely implementation of the Project under general direction, supervise development and implementation, oversee engineering project management work and perform other related work as required.

This position has responsibility for coordination of all technical activities on assigned projects. Plans, schedules, conducts, and coordinates assigned engineering work; monitors work for compliance to applicable codes, accepted engineering practices; ensures effective communication and coordination on assigned projects between all disciplines and all other project participants.

Responsible and accountable to ensure that all assigned personnel are coordinating their activities with other project participants and that the requirements of the Contract are being satisfied. The candidate should have good technical knowledge and awareness of details to be able to recognize technical problems in the various disciplines, and to initiate appropriate corrective actions.

**Key Activities**

Typical duties would include but not be limited to the preparation of the following:

- Oversees preparation of Project engineering schedules and forecasts as well as other project specific documentation, permits etc.
- Prepares and updates project engineering procedures including description of the project administration process contract documentation guidelines; ensures projects are implemented in accordance with the contract, technical drawings and project schedule as planned and agreed.
- Provides technical oversight and coordination of project engineering work through Project coordination meetings and other means; monitors progress against schedule and budgets and recommends allocation of resources to accomplish goals.
- Review inspection report and assist in resolution of field construction problems.
- Monitors engineering aspects of facility start-ups, ensures project start-up plans and required documentation are completed and coordinated with Operations department.
- Prepares schedules for equipment supply needs based upon recent trends and planned activities, monitors expenditure after budget adoption, and approves Purchase Requisitions.
- Performs other related work as required.

### **Critical Exposure Area**

- Excellent organizational, planning and time management skills
- Logical thinker with creative problem-solving ability
- Great attention to detail
- Understanding of Budget Control
- The ability to work with others and lead a Team

### **Reporting Structure**

To VP - Operations

### **Skills and Special Requirements**

- AutoCAD highly desirable.
- Experience in working with multiple discipline projects.
- Excellent computer skills in Microsoft Suite.

### **Qualification**

- Bachelor of Science degree in engineering,

### **Experience**

**8 – 10 years** of experience with advance knowledge, obtainable usually through a combination of experience and continuing education