# Job specification

Job title | **Project engineer - mechanical**

Location | Head office

Line Manager | Technical Director

Daily Reporting | Technical Director

Job summary

As a member of our office team, you will be responsible for working on all mechanical elements the Company’s projects and will work with our project team to manage the delivery of a range of projects.

The day-to-day requirements of the role will require working as part of our team to work on all elements of project design and delivery, including tender development, project planning and coordination, carrying out mechanical design / specification works, coordinating the review of project designs, coordinating with subcontractors and suppliers, and ensuring the proper implementation of project elements, controls and paperwork. The role will also require regular visits to site to scope, check and trouble shoot both potential and live projects and to ensure the smooth running of all projects.

Responsibilities / duties / requirements

The core responsibilities and requirements of this position include:

* Collaborating with the project team (engineers and site staff) to create efficient methods of working and maintain project profitability
* Completion of mechanical design elements of all Company projects
* Develop the Specifications and Schedules for the equipment that is required for each project
* The ability to specify job requirements and the parts / equipment / materials needed to enable projects to be scoped out for tender as well as on site delivery
* Formulate realistic parameters for each project, including design elements and implementation procedures
* Establish the methods by which all field tests are administered and develop various ways to monitor the quality of those tests
* Completion of required paperwork
* Utilise design drawings, wiring diagrams and manufacturer’s installation manuals to complete assigned projects
* Survey mechanical systems and plans
* Manage and oversee all elements of project delivery under a Project Manager from initial site surveys and proposal preparation through to final handover including preparation all necessary documentation, costings, proposals, specifications, site, testing and commissioning documentation
* Project budget and programme management
* Ensure compliance with the Company’s policies, procedures and work instructions including commitment to working with the Company to achieve its OH&S, environmental and quality objectives and using correct Personal Protective Equipment at all times
* To be accountable to yourself and your co-workers
* Observe and comply with all good working practices
* Carry out any other reasonable request from the management team

Qualifications and skills

The main skills required for this role are experience and dedication with a positive attitude. We are looking for at least 3 years experience of mechanical design, ideally in the UK water sector, and with a strong balance of office and practical experience. Good communication, team working and problem solving skills are essential for this role, as well as the ability to understand mechanical drawings and instructions.

* Bachelor’s degree in engineering / related field or equivalent
* 3+ years’ related field and project experience
* Excellent project management / organisational skills with ability to multi task
* Strong written and verbal communication skills
* Excellent degree of computer literacy
* CAD expertise and experience preferable
* Field / practical experience essential
* Excellent CDM and health and safety knowledge and application
* Positive “can do” attitude with flexible approach to work
* Excellent personal presentation
* Driving licence preferable (full, clean)
* CSCS card preferable

Salary and benefits

Salary £33,000 - £40,000 subject to experience and training

Company pension

28 days holiday (including bank holidays)