

JOB TITLE Senior Project Engineer

DATE 2025

REPORTS TO Project Manager

JOB DESCRIPTION

Purpose of role

- The Project Engineer is responsible for all engineering and technical disciplines that projects involve. You will schedule, plan, forecast, resource and manage all the technical activities aimed at assuring project accuracy and quality from conception to completion.

Main duties and responsibilities

- Collaborate with the Design Manager and Project Manager, to create more efficient methods and maintain profitability.
- Develop the specifications for all equipment that is required for each project.
- Create the framework used to develop and monitor project metrics and manage the collection of project data.
- 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.
- Prepare, schedule, coordinate and monitor the assigned engineering projects.
- Monitor compliance to applicable codes, practices, policies, performance standards and specifications.
- Interact daily with the clients to interpret their needs and requirements and represent them in the field.
- Perform overall quality control of the work (budget, schedule, plans, personnel's performance) and report regularly on project status.
- Assign responsibilities and mentor project team.
- Cooperate and communicate effectively with Project Manager and other project participants to provide assistance and technical support.
- Review engineering deliverables and initiate appropriate corrective actions.

Other duties

- Manage Detailed design and create AFC documentation
- Manage CC and OC Activities
- Manage the scheduling and tracking of offsite activities in line with target program
- Manager on site quality compliance system
- Be aware of and adhere to the IMS policies and procedures that are relevant to your work.
- Work in a safe manner without risk to self, others or the environment.
- Seek assistance if uncertain of any Health & Safety, Environmental or Quality requirements.
- Comply with all emergency and evacuation procedures.
- Report all incidents to your immediate Manager.
- Report any hazards or environmental aspects to your immediate Manager.

PERSON SPECIFICATION

Qualifications	Degree Engineering or relevant field
Experience	- Proven working experience as a Project Engineer. - Familiarity with rules, regulations, best practices and performance standards
Knowledge	- Ability to read, interpret and comprehend all tender documents including specifications, drawings, schedules, Data Sheets to enable thorough tender scope of works can be prepared. - Excellent knowledge of design and visualisations software such as AutoCAD. - Advanced MS Office skills.
Skills & competencies	Customer service focused: committed to providing exceptional customer service across all channels – written, phone and face to face. Communication: the ability to communicate clearly and concisely, varying communication style depending upon the audience. Attention to detail: excellent attention to detail and written skills when communicating with others, both internally and externally. Commerciality: ability to apply knowledge in a practical, commercial manner. Teamwork: willingness to assist and support others as required and get on with team members. Time management/organisation: accomplish objectives effectively within time frame given and carry out administrative duties within portfolio in an efficient and timely manner.
Personal attributes	- Professional approach. - Ability to work under pressure. - Confident manner. - Positive approach to change. - Ability to work with multiple discipline projects. - Project management and supervision skills. - Decision making ability and leadership skills. - Handle the administrative duties of position including completion of required documents.
Other	- Diligence and professionalism in the pursuit of their job and tender outcomes. - Act in Binah's best interests at all times - Exhibit a professional and courteous attitude when dealing with Binah's employees and other members of the public.

This job description serves to illustrate the scope and responsibilities of the post and is not intended to be an exhaustive list of duties. You will be expected to perform other job-related tasks requested by management and as necessitated by the development of this role and the development of the business.

ACKNOWLEDGEMENT

I certify that I have read, understood and accept the duties, responsibilities and obligations of my position.

SIGNED BY YOU

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Employee

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Date

SIGNED BY MANAGEMENT

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Manager

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Date