

## Pre-Construction Engineer – Mechanical

**REF NO:** HES/00076/London

**CONTRACT:** Permanent Full Time Staff

**GEOGRAPHICAL AREA:** London

**POSITION TYPE:** Permanent

**SALARY:** Excellent Salary and Benefits

### **ROLE SUMMARY:**

The Pre-Construction Engineer, will be mechanically based and will be responsible for the management of technical and commercial aspects of the pre-construction phase, ensuring functions are carried out in line with company policies and procedures and relevant legislation. Working exclusively or as part of a team under a project manager ensuring that defined projects are engineered/re-engineered to specification and in line within quality, cost and time requirements.

### **RESPONSIBILITIES:**

- To be capable of taking full responsibility for the profitable control and management of a multi-discipline contract through the design and preconstruction phases.
- Manage the design process ensuring the design meets the internal and client's specification and statutory requirements.
- Positively review and evaluate the project works required by the specification and drawings, and re-engineer the installations and systems to ensure financial betterment to the project.
- Ensure early engagement of the commissioning manager
- Ensure that all activities are carried out in compliance with internal procedures and external legislation and guidance.
- Ensure that procurement strategy is delivered in line with programme.
- Ensure that any subcontract/warranty agreements are 'back to back' with HE Simm agreements.
- Ensure that all sub-contractors appointed by the company are fully competent to fulfil their obligations under health and safety legislation prior to commencing works on site
- To be the company's senior representative when not working under a project manager for a given project and have the authority to make decisions on behalf of the company and accept responsibility for all matters affecting the project.
- Attend internal project handover meetings and agree margin enhancement strategy and commercial strategy for the project and ensure that the commercial performance of the project is monitored and reported in line with business procedures.
- Ensure the correct operation of the company systems and reporting procedure to minimise risk.
- Attend contract review meetings/6 week work plans and lead if necessary
- Provide information required for 'Monthly Contract Report' in conjunction with the Project Manager and Project Commercial Manager and Operations Director
- Will assist the business Soft Landings Champion on allocated projects and ensure that the 'Soft Landings' procedures are implemented and adhered to.
- Ensure that completion documentation is made available in good time.
- Attend internal project close out meetings and implement any improvement measures that arise.
- Ensure a relentless focus on 'Safety Comes First' and 'Focus 30'
- Maintain CV with current previous/current project information for business case presentations

#### PERSONAL QUALITIES:

- Project engineering experience within MEPH sector, preferably 5 years in similar position.
- Ability to manage a large complex team.
- Proven experience of delivering a project size of £1m +.
- Experience of working collaboratively with all stakeholders, including supply chain.
- Preferably educated to HNC level in Building services Engineering or equivalent.
- Financial awareness is required to achieve financial targets and manage risk and opportunity. The individual should have confidence in their ability to lead, influence and communicate with others to deliver targets.
- Have an astute commercial awareness and the ability to identify risk with appropriate measures and opportunity.
- Ability to easily prioritize workloads, control and measure effectively, delegate and to work flexibly when required.
- Good communication skills – be able to lead by example, promote team working and integrate with teams influencing style and customer approach.
- Take full accountability for performance and development of their team

#### BEHAVIOURAL COMPETENCIES:

- **Customer Focus:** Is dedicated to meeting the expectations and requirements of internal and external customers. Actively collects first-hand customer information and uses it to improve services and solutions. Manages the experience of customers to ensure positive relationships are established and maintained. Has the ability to build strong internal and external relationships.
- **Driven:** Demonstrates complete focus and determination to achieve successful outcomes. Is highly motivated and has a good work ethic. Is enthusiastic tenacious and determined.
- **Operational Excellence:** Plans and organises resources to safely achieve maximum efficiency and output. Delivers results consistently. Identifies and implements opportunities to increase sales and profit or reduce costs.
- **Leadership:** Highly professional, visible, articulate and confident leader, setting the tone and standard by your example. Takes full accountability for performance and development of their team.
- **Creative Mind:** Thinks about the best way to provide information in a clear and concise manner and is able to see an opportunity and develop it. Sees connections in data, events, trends etc. not obvious to others.
- **Communication:** Approachable team player who is able to communicate at different levels and situations and influence people, who can clearly communicate ideas, plans and priorities to others. Makes communication a priority so there are no surprises.
- **Smart:** Is able to perform consistently under pressure, think quickly and adapt to different situations.

#### ADDITIONAL INFORMATION AND REQUIREMENTS:

The Pre-Construction Engineer will report to the Design & Engineering Director.

Due to the changing nature of our business, the company reserves the right to alter the content, tasks and responsibilities of this job description to reflect changes to the job, without altering the general character or level of responsibility. All employees are therefore expected to work in a flexible manner when the occasion arises and when tasks not specifically covered in the job description have to be undertaken.