

## Project Engineer – Mechanical

**REF NO:** HES/00081/LONDON

**CONTRACT:** Permanent full time staff

**GEOGRAPHICAL AREA:** London

**SALARY:** Excellent Salary and Benefits

### **JOB SUMMARY:**

HE Simm are looking for an enthusiastic and experienced, mechanically biased, Project Engineer to join its team. This is a fantastic opportunity for experienced Project Engineers to support the business in the delivery of schemes at one of the fastest growing Mechanical and Electrical companies in the UK.

The role of Project Engineer is to be responsible for the effective project engineering of all technical and commercial aspects of the electrical, mechanical and public health installation, ensuring that operations on site are carried out in a safe manner, whilst ensuring functions are carried out in line with company policies and procedures and relevant legislation.

You may work exclusively or as part of a team reporting to a project manager ensuring that defined projects are engineered/re-engineered to specification and delivered in line within quality, cost and time requirements. When not working under a Project manager the

You will have an objective and proactive approach to interaction with the client and build a 'customer facing' project team capable of maintaining and developing meaningful relationships with our stakeholders. You will be an excellent and effective communicator at all levels.

### **EXPERIENCE:**

- Ideally time served technical apprentice with experience in a similar role with a MEPH contractor
- Proven track record of depth of experience in given field of expertise.
- Good understanding of MEP technical issues.

### **RESPONSIBILITIES:**

- Demonstrate appropriate health and safety leadership ensuring it is at the forefront of everything we do
- Developing and maintaining positive customer relationships
- Providing a strong and consistent approach to project delivery
- Ensuring that the project is designed and that the installation meets the client's specification and statutory requirements.
- Ensuring that all activities are undertaken in compliance with the internal regulations and in line with external legislation.
- Ensure there is effective management of the appointed specialist sub-contractors

- Effective maintaining of project files and record drawings
- Ensure that work is carried out in line with the company's vision and values
- Ensure that the project is delivered on time and in budget
- Prepare necessary paperwork for the completion of work and ensure it is authorised as required by the client
- Review of the Estimate/Tender for the project, in conjunction with the project team, to fully determine and understand the conditions, requirements, deliverables, risks and liabilities of the works as defined and awarded by the Client.
- Early assessment of meaningful innovative solutions
- Attend contract review meetings/6 week work plans or allocate appropriate team member.
- Produce and monitor procurement programmes / installation programmes / commissioning programmes in line with procedures and complimentary to the contract dates and programme objectives.
- Ensure the accurate and efficient provision of progress and productivity reports weekly and monthly to senior management. Access and handover records are to be maintained.
- Ensure the accurate and efficient provision of Contract Valuation Performance reports monthly to senior management in accordance with company procedures.
- Attend internal project close out meetings and implement any improvement measures that arise.

**PERSONAL QUALITIES:**

- Good Commercial acumen
- Team player
- Proactive and forward thinking
- Highly motivated, good work ethic and enthusiastic
- Confident and articulate
- Thorough, methodical with keen attention to detail
- Highly organised
- High personal integrity
- Able to communicate at different levels and situations and influence people
- Able to perform consistently under pressure
- Approachable and good interpersonal skills
- Highly professional
- Innovative and creative mind - thinks about the best way to provide information in a clear and concise manner
- Able to meet deadlines
- Accepts change and new ideas

#### 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.

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 staff are therefore expected to work in a flexible way when the occasion arises where tasks are not specifically covered in the Job Description have to be undertaken. HE Simm are an equal opportunities employer.