

SENIOR ENGINEER JOB DESCRIPTION

Examples of Key Duties: (Duties are for illustrative purposes only and not intended to be exhaustive. Additionally, they may vary with individual assignment).

PRIMARY RESPONSIBILITIES:	
1	Responsible to the Business Unit Director through the Business Unit Senior Manager(s) for all aspects of his/her employment.
2	Manage all aspects of work assigned from start to finish and ensure that all work is carried out within the set time and budgetary requirements.
3	Prepare and manage engineering projects to include: specification, design, life cycle cost, equipment selection, planned maintenance programmes, dilapidations, acquisitions and the preparation of and review of tender documentation.
4	Conduct surveys to gather field data e.g. asset collection.
5	Prepare and interpret engineering reports, drawings, layouts and other (visual) aids.
6	Perform Building Services Engineering duties surrounding electrical, mechanical and public health systems.
7	Work within the FHPESS Health and Safety Policy and Environmental Policy.
8	Manage project issues, budgets, invoicing and schedules.
9	Have good working knowledge of "European Economic Area" Building Services Engineering standards, policies, and legislation.
10	Review development plans for compliance with adopted engineering standards and good engineering practices.
11	Meet, interact and work with Clients, the general public, tradesmen and fellow professionals.
12	Other reasonable duties as assigned.
13	Conduct themselves in a professional manner at all times.
14	Produce timesheets on a weekly basis, along with job and financial statistics to the Business Unit Director as required.

KNOWLEDGE AND SKILL REQUIREMENTS:

1	Knowledge of applicable laws and building codes, safety legislation and approved code of practice e.g. L8.
2	Qualification to be at least (NVQ3) in building services engineering e.g. Mechanical Engineering and three years experience (following qualification) or recognised Engineering Degree.
3	Must have good communication, literacy and interpersonal skills.
4	Must be able to manage own time and work load.
5	Must be completely conversant and competent with Microsoft Office Software Products.
6	GCSE English and Mathematics (at least to C grade).
7	Possession of a valid passport and EU recognised full driving licence.
8	Willingness to work a flexible schedule involving travel throughout the United Kingdom and Europe.

WORKING CONDITIONS:

1	Working conditions are normal for an office environment.
2	Work requires travel.
3	Work may require evening and weekend work.
4	The working week is 08:30 hrs to 17:00 hrs Monday to Friday (37.5 hrs / week).