

Post	Senior Engineer
Department:	Mechanical & Electrical
Responsible To:	Principal Engineer/Director

Job Purpose

To lead project surveys, feasibility reports, design, specification and on-site supervision and management of mechanical/electrical services installations under guidance from the project Associate / Director.

To be responsible for following Health and Safety policy and Quality Assurance procedures and working with senior staff towards meeting the company's objectives.

Principal Accountabilities

- To be responsible for ensuring that all mechanical/electrical specifications for project design work are adequate for their intended purpose, under guidance from the project Associate / Director.
- To be responsible for ensuring that all mechanical/electrical services conform to all relevant legislative, statutory and Health and Safety requirements and procedures.
- To take responsibility for monitoring installations and management of contractors to ensure the installation is of the highest quality and in accordance with the specification.
- To liaise with team, department and company colleagues.
- To assist in with the provision of appropriate training and instruction to all staff within the department.
- Assist in company development and attend business development meetings as required under guidance from the project Associate / Director.
- Assist with the preparation of fee tenders under guidance from the project Associate / Director.
- Deliver projects on time and in full communication with the design team / client as appropriate. Recognise that client satisfaction is a key factor in the success of the company.
- Manage and deliver you input into projects towards achieving positive financial outcome.
- To follow implementation of the Personal Development Plan process and other administrative procedures and to assist the company in maintaining its Investors in People standard.
- Develop staff through mentoring, regular discussions and engaging with them regularly.
- Bring notices of complaint or client concern to the appropriate project Associates / Directors immediately and agree a route to resolution.
- To perform such other duties as may be required from time to time to assist the company in achieving its objectives. This may from time to time include out of hours surveys.

Key Activities

- Supervise the work of teams and individuals and assist with monitoring performance of subordinates.
- Develop individuals and teams to enhance performance.
- Effectively delegate work to others under guidance from the project Associate / Director.
- Develop and maintain client relationships.
- Participate in meetings and Chair meeting when acting as Contract Administrator.
- Supervise health and safety and conduct health and safety risk assessments.
- Maintain standards of professional practice.

Additional Information (Subject to change, please refer to contract of employment)

The company offers paid holiday, workplace pension, healthcare, flexible working arrangements, six monthly appraisals and attractive staff bonus scheme.

We will be pleased to provide support and appropriate training for you to achieve Chartered Engineer status, subject to your progress and development.

CBG Consultants Ltd is an Investor in People and equal opportunities employer.