

JOB DESCRIPTION

JOB TITLE: Lead Civil & Structural Engineer

JOB PURPOSE:

The incumbent is required to execute, oversee and review Engineering Designs to ensure compliance with codes, standards and guidelines for all projects being executed or managed by the Construction Company Limited.

WORKING RELATIONSHIPS

- Reports to the Head of Engineering.
- Works closely with internal and external stakeholders including consultants, engineers, architects, planners, construction managers and quantity surveyors.

MAJOR DUTIES & RESPONSIBILITIES:

- STRATEGIC ROLE
- Implementation of Mechanisms for ensuring all projects under the Construction Company Limited is performed to allow technical and engineering statutory compliance.

OPERATIONAL ROLE

- Prepare, Oversee and Review Engineering Design Calculation from both internal and external consulting engineers with compliance to all local and international codes and guidelines.
- Prepare, Oversee and Review Drawings and Engineering Design Plans from both internal and external consulting engineers.
- Plan and execute periodic site assessment to monitor quality and compliance for Engineering works being executed.
- Provide Engineering inputs to aid in Value Engineering.
- Oversee the preparation of Engineering Technical Specifications for all Projects.
- Prepare, Oversee and Review Scope Preparation, Design Criteria, Employers Requirements, Terms of Reference for projects being executed by the CCL.
- Prepare Draft Conditions of Contract for Standard Forms under the FIDIC Suite of Contracts.
- Prepare a submit reports, memoranda, committee notes, tender evaluation reports, monthly reports and all other required correspondence.
- Develop solutions for Engineering Issues all stages of the project life cycle.
- Organises and plans all civil, structural, mechanical and electrical engineering activities.
- Liaises with internal and external stakeholders; as required.
- Performs any other related duties and responsibilities consistent with the job title/position.

LEADERSHIP/ RELATIONSHIP ROLE

- Supervise and monitor works performed by Engineers to ensure accuracy and adherence to industry standards and guidelines.
- Assists in the management of Performance Management Systems and Annual Vacation for direct reports.
- Works closely with interdisciplinary team of Designers, Planners and Project Construction Managers in Project Development and Monitoring Roles.
- Works closely with Contractors, Developers, Consultants and Service Providers.

QUALIFICATIONS AND EXPERIENCE:

- Bachelor's Degree in Civil Engineering or in related Engineering discipline.
- Master's Degree in Civil Engineering.
- Certification or qualification in Plumbing, Electrical or Seismic Structural Design will be an asset.
- Certification in Design and Structural Analysis Software will be an asset.
- Registration or affiliation with a professional body will be an asset.
- Seven (7) years in a similar position with at least five (5) years with supervisory experience; or
- Equivalent combination of training and experience.

KNOWLEDGE AND SKILLS:

- Extensive knowledge of the modern methods, techniques and materials used in the design, construction and maintenance of civil engineering works for buildings and housing developments.
- Extensive knowledge of civil engineering practices, plans and technical specifications legislations, procedures and practices.
- Ability to read and interpret drawings.
- Excellent use and care of standard engineering instruments.
- Excellent leadership, investigative, analytical and reasoning skills.
- Working knowledge of site plans, map production and related software.
- Knowledge of project management principles, practices, techniques and procedures.
- Ability to convey concepts and solutions to a multi-disciplinary team, stakeholders, and higher authorities via oral presentations, written reports, maps and drawings.
- Ability to think strategically and critically.
- Ability to manage conflicting priorities, work to deadlines, and handle pressure.
- Ability to work in a diverse, dynamic environment.
- Ability to multitask and complete numerous tasks within deadlines.
- Ability to establish and maintain effective working relationships.
- Ability to demonstrate leadership qualities.
- Ability to maintain confidentiality.
- Ability to analyse and interpret data and prepare comprehensive reports.

- Ability to supervise the work activities on project sites.
- Excellent understanding of project management principles and applications.
- Effective problem-solving, time management, planning and organizational skills.
- Excellent communication skills (oral, written and interpersonal).
- Proficient in AutoCAD, Civil 3D, Rivet and Design Software's.
- Proficient in MS Office (Outlook, Word, Excel, PowerPoint).

PHYSICAL REQUIREMENTS:

- Prolonged periods sitting at a desk and working on a computer.
- Maybe required to work in outdoor weather conditions when required.
- You might travel around to a number of different sites.
- You would wear protective gear when on site, including hard hat, overalls and safety shoes.

