

ROLE DESCRIPTION

Role Title	Discipline	Reports to
Senior Engineer	Structural	Director/Associate Director

PURPOSE

To provide support and assistance to the Director/Associate Director.

To manage the delivery of technical outputs for projects on time, to the quality required and within the allocated budget, including client contact.

Direct Reports	Budget Responsibility
Associate Director	Projects

PRINCIPLE ACCOUNTABILITIES

1. Drafting fee quotations and ensure delivery of projects within timescale and budget
2. Develop Structural designs
3. Undertake structural designs utilising software including Tedds, structural designer and fastrack connections.
4. Work within the set budget
5. Preparation of reports and other documentation
6. Liaise with architects and appropriate authorities to obtain approval of designs and reports for building warrant and planning.
7. Promote the services of the company where appropriate
8. Liaise with Clients, attendance at meetings
9. Mentoring of staff members especially Graduate Engineers, ensuring that they are working towards achieving the training requirements for Chartered Status.

PERSON SPECIFICATION

Qualifications	Chartered Engineer
Knowledge / Experience	<p>Have an excellent track record in delivery of structural engineering projects.</p> <p>Have a strong knowledge of approval processes required within the industry for structural schemes.</p> <p>Have excellent knowledge of SER requirements</p> <p>Be financially aware</p>

<p>Technical / Business Skills / Ability</p>	<p>Able to take the lead and manage project delivery on technical aspects of team outputs.</p> <p>Must be computer literate. Ability to work without supervision essential, you will have the drive and determination to deliver projects to set timescales and budgets.</p> <p>Strong communication skills. Fluent written and verbal English.</p> <p>Good team player</p> <p>Work without supervision</p> <p>Must show leadership and project management ability</p> <p>Able to promote the Company's ethos and represent the Company in a professional manner to staff, fellow professionals and clients.</p> <p>Be actively involved in Business Development, seeking new opportunities for growth and expanding the Client base</p> <p>SER Approved Certifier statutes not necessary but would be favoured.</p>
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Grade	Senior Engineer
Salary Range	N/A
Contract Type	Permanent

* Delete those which do not apply