



## POSITION INFORMATION SHEET (Non Collective)

Position Title	Project Engineer
Title of Supervisor	Engineering Director
Title of next level Supervisor	Managing Director
Location	Sheffield Operations
Hours of work	37.5 hours per week
Salary	Negotiable

### Job Summary

To own all the technical aspects of CAPEX projects and are accountable for ensuring that the technical scope is delivered to time, cost and quality. The project engineer defines the overall technical programme and ensures that the resources are allocated.

### Primary Duties and Responsibilities

- Planning and delivering the installation and commissioning of new equipment, ensuring minimal disruption to manufacturing productivity whilst maintaining the highest safety standards
- Ensuring Safety standards are maintained via full Risk Assessment and Abatement methodology
- Ensuring new equipment drawings and preventative maintenance recommendations are transferred to the maintenance teams files
- Developing Project Scope documents to ensure the clear and common understanding of agreed objectives and standards are established as the basis for project planning
- Creating AutoCAD/ SolidWorks drawings as required for the projects
- Following the direction given by the Directorate, to complete design costings and installation as part of large projects.
- Communication of projects to the wider business, engagement of employees
- Create and deliver presentations to the Board of Directors on project progress
- Ensure all projects are delivered in line with the Machinery Directive

### Skills, Experience and Qualification

#### Desirable

- Engineering related degree
- Demonstrable experience of implementing high value / multi-faceted projects £1m+
- PMI, PRINCE2 or equivalent certified
- IOSH Qualification
- Knowledge of LOLER / PUWER/ L8 regulations
- Able to use Microsoft Project, or equivalent project management software to report on project progress
- Experienced working with AutoCAD or similar design software to product design specifications
- Qualified and able to assess machine safety
- Preferred experience in related projects
- Experience in large open die hydraulic presses/combustion furnaces/vacuum furnaces preferred but not essential

#### Demonstrable

- Project Management experience
- Problem solving & root cause analysis experience
- Ability to prioritise & plan major projects
- Budget Management, control and justifications
- Flexibility within the working hours

#### Qualities & Attributes

- Excellent awareness and attention to HSE and Quality standards, requirements and processes.
- Good communication skills with the ability to work within a team and share knowledge.
- Demonstrable ability to plan and organise.
- Demonstrates a proactive and motivated attitude.