

JOB DESCRIPTION



JOB TITLE:	Electrical Engineer
REPORTS TO:	Lead Electrical Engineer
RESPONSIBILITIES:	Preparation/checking of Design Specifications, Data Sheets, Calculations, Single Line Diagrams and Schematic Diagrams
BASED:	Head Office in North East of England
START DATE:	TBC
DURATION:	TBC
RENUMERATION:	TBA
HOURS OF WORK:	37 hrs/week / flexitime - core hours Mon Thurs 9:00–16:00 Fri 9:00–12:30

PRIMARY PURPOSE OF ROLE

- To work as part of a Design Team responsible for the production of technical documentation to high professional standards within challenging programmes and budgets

ESSENTIAL QUALIFICATIONS

- University Degree preferred
- Chartered or working towards Chartered status preferred

ESSENTIAL EXPERIENCE

- Background in Heavy Engineering/Chemical/Petrochemical Industries preferred.

ESSENTIAL SKILLS / KNOWLEDGE

- English - written, spoken and technical
- Ability to convert data sheets or technical communications into Engineering Documents
- Ability to read drawings from other Engineering disciplines
- Ability to design/work to International Standards and Codes of Practice
- Ability to Liaise/co-ordinate work with other disciplines
- Awareness of Quality Management System philosophy

ESSENTIAL SOFTWARE KNOWLEDGE

- IT Literate
- Amtech software proficient

KEY TASKS AND MAIN DUTIES

- Prepare and/or check specifications, data sheets, Single Line Diagrams, Schematic Diagrams, calculations and compliance with International Standards and Codes of Practice
- Co-ordinate/liaise with other Engineering disciplines/client/package vendors
- Interpret vendor and other discipline drawings/information
- Work to time schedules and budgets
- Report to Lead Electrical Engineer/Department Manager
- Comply with Company Quality Manager Systems
- Other professional duties reasonably required

ESSENTIAL QUALITIES

- Good communicator
- Good interpersonal skills
- Versatility and flexibility
- Pro-active and self motivated
- Commercial awareness
- Professional and responsible attitude