

Job Title:	Project Engineering Manager
Location:	Aberdeen or Glasgow (requirement to visit other locations, including customer sites.)
Responsible To:	Head of Project Management/Engineering – Hydrogen and Clean Energy Division
Direct Reports:	TBC
Review Date & Rev No	8 December 2021 Version 1

Purpose of Job:	<p>The role of the projects engineering manager is to provide leadership and management of the multi-discipline engineering team(s) and be responsible for the overall integration, coordination and delivery of projects.</p> <p>The projects engineering manager will be the point of contact for all engineering outputs that provide solutions to customers in accordance with their stated requirements, relevant standards or guidelines, and Hydrasun's HSEQ processes and procedures.</p> <p>To work with the Senior Management Team to develop a specialist engineering organisation that is recognised for excellence in project delivery in new emerging markets of hydrogen and carbon capture.</p>
Key Areas of Responsibility:	<ul style="list-style-type: none"> • To ensure that all project technical requirements are delivered in respect to engineering design, equipment selection, performance, safety and reliability. • To manage the day-to-day engineering activities relating to the engineering/technical deliverables that provides customers (external & internal) with safe, economic, engineered solutions that meets or exceeds their requirements. • To ensure full compliance across all engineering activities with regard to sound engineering practice and adherence to relevant internal and external policies, procedures, guidelines, standards and regulations. • Manages the engineering team to complete projects according to scope, schedule and budget. • Manages the engineering interfaces between all parties involved in the execution of projects including customer, consortium partner, vendors, engineering consultants and various internal departments. • Provides technical support to the procurement of equipment and services. • Ensures timely decision making on project technical issues based on technical input from engineering lead / discipline managers. • To liaise with customers to establish (through negotiation where appropriate) and advise on their technical specifications and requirements taking into consideration the specifics of their application, industry standards, guidelines, best practice and any other relevant information. • To identify technical risks and mitigation measures to ensure projects are delivered as sold. • To actively participate and support new product development activities, resulting in new or additional products, services and solutions being added to the portfolio. • To liaise with the wider Organisation to ensure effective communication, leading to clarity of understanding and purpose in all engineering-related activities. • To liaise with customers and suppliers on technical and engineering matters as required. • Assist contract management by initiating, collecting and consolidating variation requests and change orders. • Ensures relevant lessons learnt from projects are captured and applied to future projects.

	<p><u>Technical Duties</u></p> <ul style="list-style-type: none"> • Prepares and maintains a suite of project engineering management procedures and plans. • Prepares and maintains a suite of project engineering design and delivery management procedures. • Oversees the development of key engineering documents such as heat and mass balance diagrams, water balance diagram, process flow diagrams, piping and instrumentation diagrams, plant layout, electrical single line diagrams, process control philosophy. • Ensures all engineering studies and design safety reviews are conducted, such as HAZID, HAZOP and O&M reviews as appropriate. • Conduct constructability reviews with construction team and commissioning reviews with the commissioning team. • Ensures optimised plant layout. • Organises engineering design reviews as required with the support of the engineering lead / discipline engineers. • Oversees technical evaluation of vendor proposals for procurement of equipment and services. • Ensures interdisciplinary checks. • Keeps track of engineering progress and ensures engineering activities are completed as planned. • Alerts project management in case of delays and suggests mitigation measures. • Ensures project team responds to queries and comments from the customer, consortium partner, vendors and engineering consultant. • Reviews and formalises Engineering Change notices. • Identifies change order opportunities and initiates and formalises the change order requests to the Customer. • Organises and leads technical meetings with customer, consortium partner, engineering consultants and vendors. • Participates in equipment and plant performance tests. • Ensures all documentation is updated to “as built” status. • Prepares engineering closeout reports at the end of projects. <p><u>Management Duties</u></p> <ul style="list-style-type: none"> • To manage and prioritise the activities of the engineering team. • To provide technical leadership, support, direction and advice to the Engineering Team and the wider organisation. • To develop the capabilities of the Engineering team and to provide opportunities for personnel development. • To carry out staff performance appraisals. • To manage and control the costs of the engineering team. • To actively participate in non-technical senior management activities. • To represent the company at customer meetings or industry events. <p><u>Continuous Improvement/Personal Development</u></p> <ul style="list-style-type: none"> • To actively identify opportunities for Personal Development within the engineering team leading to benefits for the employee and the Company. • To actively participate in the performance management process and to ensure agreed personal objectives are met. • To adhere to the procedures as defined in the Safety Management System and Quality Management System. • To adhere to the procedures as defined in the Human Resource Management System. • To adopt a “no surprises rule” and to ensure delivery against agreed short, medium and long-term activities, objectives and targets.
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Interfaces (Internal/External):	Engineering Team, Operations, HSEQ leads, Customers	
Qualifications:	<i>Essential</i>	<i>Desirable</i>
	<ul style="list-style-type: none"> Degree in Engineering qualification 	<ul style="list-style-type: none"> Chartered Status
Experience Required:	<i>Essential</i>	<i>Desirable</i>
	<ul style="list-style-type: none"> Significant experience of working in the oil & gas, petrochemical or power (conventional or renewable) industry with extensive experience of delivering projects at a small to medium scale. Management or supervision of degree qualified engineers. Working to industry codes and standards. Knowledge of fluid transfer, power and control technologies or similar. Working within a relevant/comparable engineering environment. 	<ul style="list-style-type: none"> Instrumentation and Control technologies. Renewables technologies. Hydrogen technologies. Manufacturing and/or machining processes. Fabrication. Welding procedures/codes. Development of processes and procedures. Active participation in engineering reviews and/or investigations with customers. Knowledge of CDM roles and requirements. PED/ATEX.
Skills/Training Competences/Abilities:	<ul style="list-style-type: none"> Ability to positively motivate and sustain motivation at both a team and individual level. Excellent attention to detail and the ability to influence change through fully engaging with the needs of our customers. Ability to work effectively and calmly in a fast-paced environment with changing priorities. Excellent written and verbal communication skills. Good organisational and administration skills. Ability to maintain a professional and focused approach at all times, in particular in customer facing situations. 	<ul style="list-style-type: none"> Management/supervision training. Safety training.

Please note that you may be requested to undertake other duties from time to time and it is possible that your duties may change over time. You will be expected to co-operate with all reasonable requests. If the changes are deemed to be longer term then this job description will be revised.

Signature of Job Holder: _____ Date: _____

Name in Capitals ()

Signature of Manager: _____ Date: _____

Name in Capitals ()