

Job Description & Person Specification

Job Title	Senior Mechanical Engineer
Division/Location	Southwest Norse - Building Services Engineering
Reporting to	
Weekly Hours	37
Grade/Salary	DP

Job Description
The Role:
The Senior Mechanical Engineer will be responsible for the design, specification, programme and project management of mechanical services installations for new build, maintenance and/or refurbishment type programmes of work. This may include taking the project lead or working as part of a larger design team.
Main Responsibilities:
<ul style="list-style-type: none">• Carry out the design and management of all types of mechanical services projects including producing budget estimates, drawings, detailed service specifications, tender documentation and undertaking full contract administration duties on mechanical led projects.• Promote the use of renewable technologies.• Deliver mechanical projects in full in accordance with client's brief and professional standards.• Champion and embed a genuine multi-disciplinary approach to project delivery.• Schedule and coordinate resources, liaising with colleagues, commissioners and clients as required.• Continually monitor the profitability of projects, ensuring they are delivered within agreed professional fees and proactively taking corrective action where required.• Where required carry out condition surveys, dilapidation or specific surveys to provide information for stock condition/asset management system and/or to aid asset appraisal.• Prepare technical/feasibility reports and valuations, advising on options and recommendations in an advisory capacity.• Act as the single point of contact on specific engineering issues across a range of clients.• Promote and manage the competitive, efficient and effective delivery of mechanical services installations and energy management services to clients.• Assist with maintaining and developing professional standards and practices.• Where required, assist in the production and implementation of the marketing and business development strategy to achieve the agreed targets.• Provide coaching and guidance to colleagues on professional and technical standards.• Responsible for identifying new business opportunities.• Fee earning at 90% and contribute to the achievement of business plan objectives and targets.

Approval/Review Date			
Approved by Operations Director:		Date :	
Approved by HR Director:		Date :	

- This role requires frequent travel to other offices and sites as required.

Other Duties

The duties listed are not exhaustive and may be varied therefore the post holder will be expected to undertake other duties as appropriate to the role and as requested by his/her line manager, including:

- Carrying out duties appropriate to the grade of the post, including occasional travel to other offices as required.
- Promoting continuous improvement and delivering demonstrable high-quality products and services which embrace quality standards.
- Demonstrating personal commitment to the Norse Way CSR Strategy.

Person Specification			
Category	Requirement	Essential or Desirable	Assessment Method Application Form (AF) Interview (I) Test(T)
Qualifications/ Knowledge/ Training	Professional membership of the Chartered Institute of Building Service Engineers and be working or prepared to work towards Chartered status.	Essential	AF/I
	Membership of the Engineering Council.	Essential	AF
	Bachelor's Degree or equivalent in a Mechanical Engineer related discipline.	Essential	AF
	Hold a current site card or is prepared to immediately attain.	Essential	AF/I
	Working Knowledge of Standard forms of Building Service's Contracts	Essential	AF/I
Experience	Extensive experience in a similar or related role.	Essential	AF/I
	Experience of successfully project managing alteration and refurbishment projects from inception through to final account, and have experience of surveying building services for all types of buildings.	Essential	AF/I
Skills/Abilities	Proficient in the use of Microsoft Office Suite	Essential	AF
	Familiar with relevant construction, health and safety legislation and risks and hazards associated with asbestos.	Essential	AF/I
Other Requirements			

Approval/Review Date			
Approved by Operations Director:		Date :	
Approved by HR Director:		Date :	

General

Job descriptions are accurate at the time of compilation but are open to change and therefore will be subject to regular review.

It is the individual's responsibility to take reasonable care for the Health, Safety and Welfare of themselves and others in accordance with the Health & Safety at Work Act (1974) and associated Company policy and procedures.

The individual is required at all times to comply with the provisions of the Data Protection Act 2018 (DPA) and the General Data Protection Regulation (GDPR) and with any policy introduced by the Company to comply with the Acts.

We are committed to employment practices and behaviours which encourage diversity, promote equality of treatment and eliminate unlawful and or unfair discrimination.

Our Values

You will be expected to promote and adhere to the workplace values of our organisation:

Quality – We strive to deliver outstanding quality and make business excellence the standard by which we measure ourselves.

Innovation – We embrace new ideas and have the courage to be creative so our services are delivered in the most effective and safe way possible.

Respect – We value everyone as an individual. We respect their rights, life choices and the personal contribution they make to our business success.

Trust – We want to be a trusted provider, partner and employer, recognising that to do so, our word must be our bond. If we say we will do something, we do it

Approval/Review Date			
Approved by Operations Director:		Date :	
Approved by HR Director:		Date :	