

JOB DESCRIPTION

Job Title	:	Project Engineer (Global Operations)
Department	:	Global Operations
Reports to	:	Global Operations Manager
Supervises	:	Site Managers; Team Leader(s) and other Field Personnel as Required
Short Term Base	:	12-24 Months Field or Other Operating Entity /
Long Term Base	:	Richmond, VA; Houston, TX; Other THE CLIENT Operating Entity

Critical features of this job are described under the headings below. They are not meant to be all inclusive and are subject to change at any time due to reasonable accommodations or other business reasons.

General Purpose of the Position:

Ensure compliance with all health, safety, environmental, and quality programs and policies. Successfully plan, execute, control and coordinate to ensure accurate estimates. To implement resource plan, mobilization, project safety, personnel, equipment, material control, project documentation and reporting. Support customer relations and communication, scope and quality management, demobilization, and post project review for Metalspray, weld overlay, mechanical or LPA filtration projects from a site location within the quoted time and budget. Understand the client's product and service offerings and how they relate to solving metal wastage problems for customer equipment and processes; support growth of strong customer relationships.

Critical Success Factors:

- Accountable for supporting on site management in ensuring that site operations are conducted in a safe manner and in accordance with all THE CLIENT and customer specific safety standards and procedures
- Utilizes interface occasions to provide the customer with information regarding THE CLIENT's value, differentiation and potential upsell opportunities
- Ensure profitable project execution through effective planning, efficient use of consumable resources and minimizing waste
- Understands how losses in efficiency, consumable usage and waste effect gross margin of the project and adversely affect project bonus payments
- Performs all reporting and administrative tasks in an expedient and accurate manner
- Conduct is professional at all times through personal adherence and coaching of Team Leaders in the use of THE CLIENT's Values (the THE CLIENT's Way)

Essential Duties and Responsibilities:**Commercial Operations Support:**

- Review and evaluate RFQ's, Proposals, Contracts, Terms and Condition of Sale, etc.
- Compile cost estimates and proposals.
- Review quote and estimate with regional sales manager and / or estimator and facilitate sales to operations handovers.
- Conduct risk analyses of high-risk opportunities.

Project Planning:

- Generate project plan summarizing schedule of events
- Plan site layout per customer, work and safety requirements
- Communicate resource requirements
- Oversees travel lodging and other personnel logistics or aids Team Leaders and/or Project Managers as needed
- Verify resource availability
- Request project equipment, materials and consumables
- Prepare, maintain, and control project management files and reports pre and post job
- Obtain required customer approvals and signatures

Project Engineering:

- Serve as technical liaison between project manager and technical disciplines involved in the project.
- Compile Technical Method Statement and Quality Control Package as per THE CLIENT and/or client specification.
- Responsible for on-site quality management.
- Manage project scope and manage scope change with regards to client communication, commercial variation orders, area calculations and technical and/or quality impacts.
- Assist Project Manager with schedule management, progress tracking and projections.
- Monitor compliance to applicable codes, technical specifications and procedures.
- Review engineering deliverables and initiate appropriate corrective action.

Project Execution:

- Manage work to scope of contract
- Manage critical path schedule
- Manage equipment specifications, material and consumables on site
- Responsible for commercial billing support including Time & Material approvals.
- Management of 5 to 60-man crew.
- Understand THE CLIENT's and customer health & safety policies, guidelines and procedures and ensure compliance
- Monitor and control project costs in accordance with scope of work
- Responsible for on-site client communication.
- Coordinate final inspection by customers' and external inspectors

Equipment and Processes Support:

- Understands THE CLIENT product and service offerings and how they relate to solving metal wastage problems for customer equipment and processes
- Performs quality inspections, as needed, of surface applications; analyzes, and communicates recommended solutions to the client based on results of the data
- Understands equipment operation and requirements for repair and maintenance and provides guidance and/or assistance as needed to teams
- Plan, execute and support technical internal/external projects.
- Participate in new product development and commissioning

Business Development Support:

- Attend pre-bid meetings and client equipment inspections.
- Scope and sell additional project opportunities while on-site
- Accompany sales personnel for site visits
- Operational evaluation of opportunities.
- Collaborates with other THE CLIENT personnel for ongoing customer/account management

Skills and Abilities Required:

- Problem solving and trouble shooting.
- Hands-on approach.
- Project management skills to coordinate, organize, plan and execute complex industrial projects
- Effective communications and interpersonal skills to supervise people and coordinate with others within and outside of the company
- High level of self-sufficiency and initiative
- Good computer software skills including, MS Word, Excel & Project software
- Open to new ideas and a team player
- Understand cost management and optimization of expenditures
- Ability to work in an industrial environment

Effort/Working Conditions:

- Job is performed in a challenging environment in various client facilities which includes but are not limited to refineries, paper mills and power plants in both the USA and International locations
- Difficult working conditions characterized by long hours with 12-hour shifts
- Work on project sites is often performed in full personal protective equipment
- Must be physically able to move in and out of confined spaces and work on heights.
- 4 to 7 months of extensive travel, including international travel, most projects are 2-6 Weeks in duration

Education and Experience Required:

- International Relocation is expected for this position.
- Engineering degree required. (Mechanical preferred)
- 3-5 years' progressive responsibility in project engineering position required.
- Experience with the operations and environments of power plants and petroleum industry facilities
- Experience with specialized technology-based field services operations servicing hydrocarbon processing industries is Preferred
- 2-5 years' progressive leadership responsibility and/or on-Site management required.
- 2-5 Years' of Turn Around experience (Experience with the operations and environments of Chemical and petroleum industry facilities) is Preferred