

Job Description

Senior Site Engineer

Reports to

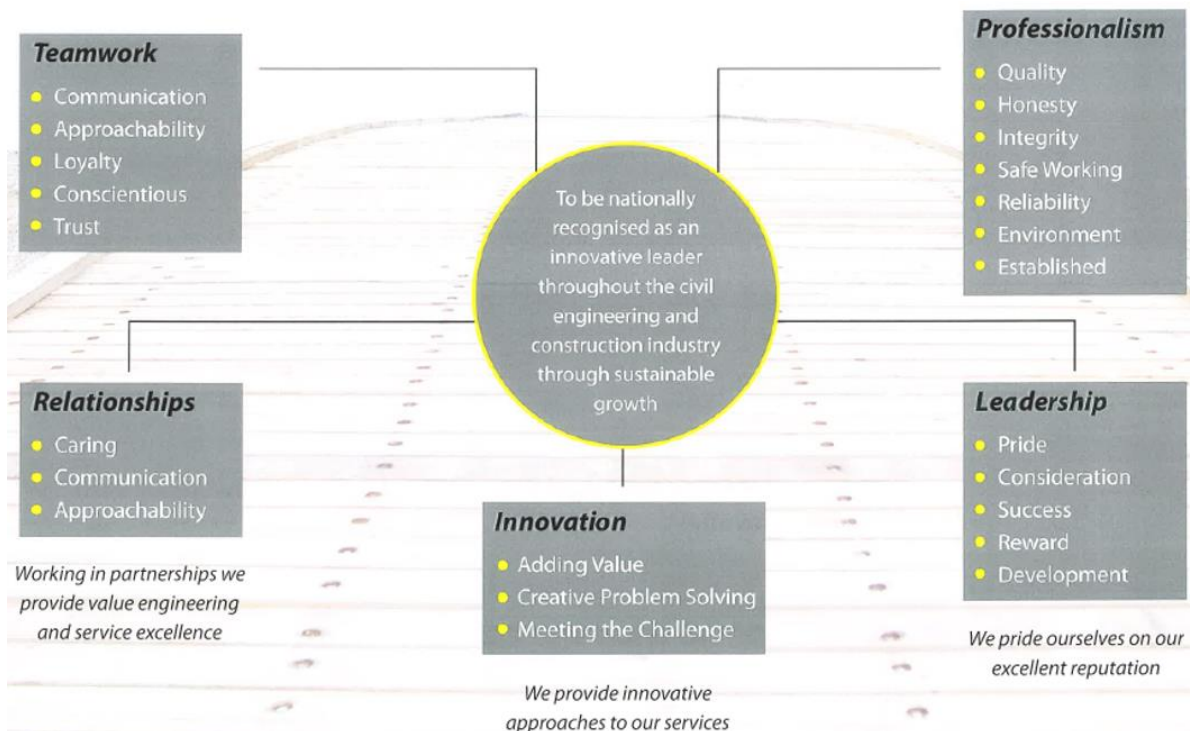
Technical Services Manager

Direct and Indirect Reports

Our Mackley Mission

"To be nationally recognised as an innovative leader throughout the civil engineering and construction industry through sustainable growth"

Our Vision and Values



Job Purpose

The Senior Site Engineer will be responsible for surveying, setting out and quality assurance monitoring for activities on site as well as managing other Site Engineers on larger projects. You will be able to use a range of surveying equipment and CAD products to allow delivery of accurate and timely support to site teams. You will be responsible for maintaining the required site records, including QA and as-built information. You will share responsibility for site security, health and safety, and the organisation and supervision of the material and human resources. You will review design proposals and identify clashes, issues and errors as soon as possible and aim to resolve issues efficiently with the Engineers. Also required are knowledge of company procedures, health and safety, engineering techniques and specifications.

Accountability

Quality

- Work to and within the Mackley Integrated Management System, company procedures, policies and regularly communicate with your line manager.
- Day to day setting out and surveying.
- Monitoring of movement, vibration levels, noise levels, material certification, etc.
- Checking calibration of survey equipment.
- Ensuring reference points are preserved.
- Checking and recording construction prior to 'cover-up' or next process
- Recording details & inspections undertaken.
- Checking & recording new drawing issues for amendments & variances to work completed, underway or planned. These are to be highlighted to the Site Manager.
- Highlighting programme conflicts & possible sequencing issues with the G/F & Site Manager.

Health, Safety & Environment

- To comply with & follow all SHE legislation & rules & become conversant in their application.
- Quality records. Environmental & safety monitoring.
- Raising technical & other queries.

Stakeholders & Community

- Discussion with engineering representatives.
- Adapts well to customer demands & change.
- As required, attend training sessions, conferences & meetings in line with our commitment to Investors in People.

Productivity

- Calling off materials – measuring up for quantities.
- Monitor & record materials volumes imported, exported, used or wasted in conjunction with the G/F and the S/M.
- Produce short term programmes.
- Arrange material deliveries.
- Assisting Site Manager with site returns & Quality System paperwork.
- Monitoring the utilisation & need for plant & equipment on the site.

Leadership

- Overseeing construction within capabilities.
- To attend daily/weekly briefing & review meetings, making a full contribution.
- Leading site teams/gangs with responsibility of a larger project or a single, small project.
- Be a role model for other staff.
- Support the Site Manager with monitoring performance standards & quality.
- Support the Site Manager with planning, organising & allocating work tasks.
- Assist the Site Manager in promoting a safe environmental & quality culture.
- Assist in the training and development of team members including apprentices.

Key Result Areas

- **Time/efficiency** – Plan and deliver results to the agreed programme and timescales.
- **Quality** – Promote a ‘right 1st time’ approach to the delivery of agreed specifications and standards.
- **Developing & Mentoring** – Supporting the development of apprentices and employees ensuring they have the right skills/certificates.
- **Environment**- Consistently manages & minimizes waste and disposal to remediate environmental hazards.
- **Leadership** – Be positive and lead by example. Embrace company objectives and deliver department goals.

Person Specification

Qualifications

- HNC/HND in Civil/Structural Engineering
- A BSc Degree in Civil/Structural Engineering (desirable)
- EngTech, IEng or CEng ICE membership (desirable)

Training

- CSCS Manager/Academically Qualified card
- Full driving license
- Site Safety Plus - SMSTS certificate
- First Aid at Work Certificate
- Site Safety Plus – SEATS certificate
- CAT & GENNY
- Fire Marshall
- Temporary Works Coordinator
- CPCS Crane Appointed Person (desirable)

Skills & knowledge

- Numeracy & literacy skills
- Knowledge of compliance with health, safety & environmental legislation
- Ability to supervise & work with teams
- Good planning, organisation & interpersonal skills
- Attention to detail
- Effective communication, influencing & negotiating skills
- Able to work at high concentration levels to ensure ‘right 1st time’
- Good time management & ability to prioritise & delegate

- Self-motivated & disciplined
- Up to date knowledge of job-related legislation & best practice (desirable)

Experience

- Proven experience of working on construction sites ideally in the marine, flood defence, water or infrastructure environment in an engineering role
- Proven experience of supervising team members (desirable)

Personal qualities

- Resilient & coping with the pressure of demanding targets & tight deadlines
- Maturity of judgement
- Enthusiastic, self-motivated & results focused
- Ability to use initiative & make recommendations for change
- Diligent
- Flexible & adaptable
- Is motivated to drive self-development using all available resources to achieve success
- A team player who can enjoy a challenge
- Ability to find ways to improve own level of knowledge & skill by networking both within & outside the company
- Ability to interact with & influence all internal & external departments at all levels
- A logical, organised & understanding individual who can deal responsibly & make responsible decisions
- Ability to multi-task & manage pressure

Technology skills (Ideally)

- Competent in the use of EDM, Total Stations, GPS surveying systems and automatic levels.
- Experience of the use of point cloud data would be an advantage.
- Competent with surveying and AutoDesk software packages. Ideally including LSS, Civils 3D, AutoCad, Revit, Navisworks
- The use of CDE's (Business Collaborator, Projectwise, Asite, etc)
- Microsoft Project
- IT Microsoft Office skills (including Word, Excel, Outlook)

Relationships

Internal

Foreman/Supervisor

Contracts Manager/Project Manager

Works Manager/Site Manager

Operations Manager

Technical Services Manager

External

Members of the public

Subcontractors

Additional information

You will be expected to work and travel to various Mackley sites throughout the UK.

The Company may, from time to time, require you to undertake duties other than those outlined in this job description and/or to undertake work in other departments/sites to meet customer demands. Any changes to this job description will be discussed and agreed with you.