

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

- **Professionalism:** Our technical expertise enables us to deliver quality projects safely, on time & at realistic cost. We are recognised for our professionalism; quality, honesty, integrity, safe working, reliability, and consideration to the environment as an established company.
- **Teamwork:** We build effective conscientious teams with, approachability, trust, loyalty and respect for others.
- **Relationships:** We maintain and develop relationships with excellent communication, caring for others, and approachability throughout our business.
- **Leadership:** We pride ourselves on our reputation as a leader of considerate problem solving and the continuous achievement of success is our unrivaled reward.
- **Innovation:** We are an innovative leader, adding value, being creative in problem solving and meeting the challenge. We expect these behaviors of each other.

Job Purpose

The Senior Engineer will have achieved competence in all aspects of a Site Engineers role. They are responsible for briefing and overseeing the activities of the Site Engineer and must ensure that tasks are explained and checked until a basic and consistent level of competence is achieved. 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.
- Checking calibration of survey equipment.
- Ensuring reference points are preserved.
- Checking 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.
- To 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.
- Define changing skill requirements for the team, recruit, coach & mentor to enhance knowledge, skills & behaviours.

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 (desirable)
- Site Safety Plus - SMSTS certificate
- First Aid at Work Certificate (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 within the Construction Industry
- 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
- Integrity
- 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
- Is motivated to drive self-development using all available resources to achieve success
- Flexible & adaptable

- Ability to multi-task & manage pressure

Technology skills

- Microsoft Outlook
- Microsoft Project
- Competent with Auto-cad software packages
- IT Microsoft Office skills (including Word, Excel, PowerPoint & Access)

Relationships

Internal

External

Foreman/Supervisor

Members of the public

Contracts Manager/Project Manager

Subcontractors

Works Manager/Site Manager

Operations Manager

Technical Services Manager

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.