

	<h2>Job Description</h2>	Issue: 01	Document Reference: CPMS/F/ADMIN/103
		Issue Date: Oct 2018	Author: Alex Phillips

Post:	Project Engineer Track
Reports to:	Project Manager

1. Role Responsibilities

As an experienced Track Project Engineer, you will possess all the following criteria:

- Significant experience in engineering disciplines, ideally with involvement in electrification and design projects across multi discipline areas
- Authority to Work (ATW)
- An understanding of the arrangements required for the independent assessment of work.
- CDM, risk assessment, auditing internal and external competency
- Prepares project status reports by collecting, analysing, and summarising information and trends; recommending actions.
- Contributes to team effort by accomplishing related results as needed.
- Good knowledge of safety management and quality assurance
- Develops project objectives by reviewing project proposals and plans; conferring with management.
- Determines project responsibilities by identifying project phases and elements; assigning personnel to phases and elements; reviewing bids from contractors.
- Maintains project schedule by monitoring project progress; coordinating activities; resolving problems.
- Controls project plan by reviewing design, specifications, and plan and schedule changes; recommending actions.
- Membership of a relevant professional body with chartered status and/or educated to degree level would be advantageous

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Skills and Qualifications: Requirements Analysis, Design Skills, Project Management, Process Improvement, Technical Understanding, Documentation Skills, Safety Management, Supervision

Your experience will include:

- Rail
- Good communication skills
- Experience of planning and updating complex project
- Experience of working within a fast-paced project environment

Briefed by:	Name:	Signature:	Date:
Post Holder:			