JOB DESCRIPTION

JOB TITLE: Site Engineer
REPORTS TO: Contracts/Project/Site Manager
LOCATION: The Company’s construction sites throughout the UK

SUMMARY OF ROLE

Reporting to the Contracts/Project/Site Manager, the post holder will be responsible for the effective implementation of the planned design, providing all setting out on site to ensure that work progresses on time and that all checks are carried out on a regular basis.

DUTIES AND RESPONSIBILITIES

- Ensure accurate setting out and levelling of the works in accordance with the drawings/specifications.
- Ensure all drawings and information relating to the post holder’s area of work are accurate and up-to-date.
- Review Architect/Engineer/Services/Sub-Contractor drawings to ensure coordination and integration.
- Ensure quality control and testing of work and materials is carried out in accordance with the specification requirements.
- Ensure works are carried out in accordance with the Construction Programme.
- Carry out check on works prior to and following any concrete pours.
- Fulfil the role of Temporary Works Co-Ordinator when required.
- Acting as the main technical advisor, direct and supervise day to day operations of sub-contractors when required, resolving any technical issues that may arise.
- Liaising with local authorities as appropriate to ensure compliance with local construction regulations.
- Delivering tool box talks on site.
- Fulfil the role of mentor as and when required.
• Control and monitor site waste in accordance with the Company’s Site Waste Minimisation and Management policy.

• Maintain comprehensive and accurate records of own activity related to projects on Gateway to enable traceability.

• Establish, maintain and build good relations with clients as well as their representatives and ensure other QA Project Team and sub-contractors do likewise.

• Fulfil health, safety and welfare responsibilities as detailed in the Company’s Policy and in compliance with OHSAS 18001 management system.

• Undertake all relevant training and development activities as required.

• Maintain quality and environmental control procedures in accordance with ISO 9001 and ISO 14001.

• Fulfil the role of mentor as and when required.

• Continually develop knowledge of innovative construction techniques and products to enhance the business and fulfil company CPD requirements.

• Contribute to the Company’s Corporate Social Responsibility initiatives

The above list is not exhaustive and the post holder may be required to take on other duties and responsibilities for the effective and efficient performance of this role.