

## JOB POSTING REQUEST FORM

### Job Details

Reference #	CP-507-2021
Company Name	Technica International SAL
Industry	Innovative automation solutions provider
Vacancy	Installation Project Engineer
Job Type ( <i>FT, PT, Contractual, Seasonal</i> )*	Full time job
Major	Mechanical or Electrical engineering
Years of Experience	<p>Minimum 3 years of experience in the installation of production lines or management of production lines design projects. Previous experience with leading Engineering teams.</p> <p><b><u>Technical knowledge:</u></b></p> <ul style="list-style-type: none"> <li>▪ English Proficiency.</li> <li>▪ Customer Orientation</li> <li>▪ Financial/Costing knowledge</li> <li>▪ Mechanical Design knowledge</li> <li>▪ Project management expertise</li> <li>▪ Safety knowledge</li> </ul> <p><b><u>Skills, qualities &amp; attitudes needed:</u></b></p> <ul style="list-style-type: none"> <li>▪ <b>Prioritizing:</b> Set priorities of the projects in relation to the department's plan, in order to achieve them within the agreed upon deadline.</li> <li>▪ <b>Analytical skills &amp; Problem solving:</b> Analyze all issues by asking comprehensive questions, checking all the perspectives and by gathering useful data in order to find appropriate solution for problems and set an action to achieve it.</li> <li>▪ <b>Decision making:</b> Apply a solid decision-making process following a decision-making tree that explores available possibilities to take the appropriate decisions based on impact and risk of each.</li> <li>▪ <b>Interpersonal skills:</b> Interact positively and openly with other team members by listening, questioning and understanding the body language.</li> <li>▪ <b>Proactivity:</b> Taking initiative in launching or executing any activity in order to anticipate probable consequences</li> <li>▪ <b>Stress Management:</b> Cope with the physical and emotional influence to control his/her behavior in order to achieve the needed task/objective.</li> </ul>
Education	<ul style="list-style-type: none"> <li>▪ Bachelor or Master degree in mechanical or electrical engineering</li> </ul>
Location	Bikfaya, Industrial zone
Remuneration & Benefits	<p>Basic salary: based on qualifications, ranges between 2,500\$– 3,600\$</p> <p>Transportation</p> <p>Overtime</p> <p>Bonus</p> <p>Profit sharing</p>

## JOB POSTING REQUEST FORM

### Tasks & Responsibilities

Tasks & Responsibilities	<p>Award for innovation, initiative and cost saving. NSSF Medical insurance Life and personal accident insurance. Annual leaves, sick leaves, wedding leave, paternity leave/maternity leave, death leave.</p>
	<p><b><u>Solution generation:</u></b></p> <ul style="list-style-type: none"> <li>▪ Assist the sales support department in the costing of the installation when required.</li> </ul> <p><b><u>Projects' information review:</u></b></p> <ul style="list-style-type: none"> <li>▪ Analyze the installation budget and issue a scope variation in case of any discrepancy between the budget and the estimated cost.</li> <li>▪ Conduct the site study and issue a scope variation in case of any discrepancy.</li> <li>▪ Prepare the draft of the installation strategy and the estimated cost in coordination with the Project Owner.</li> <li>▪ Prepare the packing strategy in coordination with the production manual editor and based on the standard packing.</li> <li>▪ Prepare and confirm the installation schedule and the site preparations with the customer and update the schedule daily for small projects and weekly basis for big projects.</li> <li>▪ Assign, in coordination with the concerned, the resources needed based on the competencies' matrix.</li> <li>▪ Prepare, conduct the pre-installation meeting, and diffuse the action plan.</li> </ul> <p><b><u>Site work management:</u></b></p> <ul style="list-style-type: none"> <li>▪ Monitor the installation schedule and budget on a weekly basis and report any delay or discrepancy to the Head of Customer Service and Project Owner.</li> <li>▪ Manage all kind of resources during the project installation.</li> <li>▪ Monitor the partners installation schedule and budget on a intervention basis</li> <li>▪ Project management and execution of mechanical service projects (Relocations – Modifications) that do not require new parts.</li> <li>▪ Project management and execution for partners' machines projects.</li> </ul> <p><b><u>Snags and claims handling:</u></b></p> <ul style="list-style-type: none"> <li>▪ Investigate internally to find the root cause, take appropriate decision in coordination with the concerned and issue a scope variation when needed.</li> <li>▪ Submit the purchase request for the needed materials.</li> <li>▪ Prepare and submit the file to the factory and decide deadline for parts readiness in coordination with the Head of production.</li> <li>▪ Initiate shipment, ensure solution execution on site and update the installation snag log continuously.</li> <li>▪ Assist in resolving the mechanical claims reported.</li> </ul> <p><b><u>Site closing:</u></b></p> <ul style="list-style-type: none"> <li>▪ Conduct a final check up with the site leader and the customer to make sure that the site is flawless before the team leaves.</li> <li>▪ Prepare, conduct the post-installation meeting in coordination</li> </ul>

## JOB POSTING REQUEST FORM

with the Project Owner and diffuse the action plan to the concerned departments.

**Managerial activities:**

- Compare the initial installation budget to the real cost, analyze the results and raise the report to the concerned.
- Update the installation costing library continuously to be used by the Sales support department for future costing.
- Manage the resources reporting to him/her during the project's installation to have the right employee in the right position and give feedback about the team's performance to the concerned.
- Prepare master plan in coordination with the concerned.

**Safety measures:**

- Ensure Method Statement is prepared and applied before any installation; enforce safety application among the team and help in raising safety awareness.