



JOB DESCRIPTION

1.THE POSITION	
Position Title	Senior Civil Designer
Generic Title	Civil Designer
Function	Engineering
Grade	TBD
Region	Brazil, Chile and Peru
Location	TBD
Position Summary	Senior Civil Designer is responsible to lead the development of pipeline projects and continual advancement of Civil design standards.
Organisational Structure	Member of the Engineering Team reporting to the Senior Civil Engineer
Key Accountabilities	<p>Senior Civil Designer, responsibilities include:</p> <ul style="list-style-type: none">• Fully supporting the safe, timely and cost-effective delivery of PJ project designs, meeting the required safety, quality & performance criteria.• Manage a team of Civil Designers and Draftsmen in the preparation of project civil engineering designs.• Preparation of civil engineering drawings.• Preparation of material requisitions and material take-offs.• Ensuring the necessary quality checking of every drawing issued within the civil discipline.• Ensure that internal discipline checks are carried out with comments incorporated for consistency across designs.• Prepare the plans and schedules for the delivery of the project drawings.• Provide accurate reporting of progress and budget in accordance with the project controls requirements.• Ensuring that the PJ document control system is strictly adhered to, maintained and kept up to date.• Supporting the timely resolution of technical queries and site queries.• Actively participating all PJ provided training and key initiatives.• Participating in quality inspections, at vendors facilities and at site.• Assisting in proposal preparation, planning, development of scopes of work, contract preparation• Collecting and reporting on lessons learned to ensure constant improvement within PJ.



Authority for Change	<ul style="list-style-type: none"> • Has, the duty and the authority, without fear of reprisal, to stop any working practice, process or activity which they believe is unsafe – may potentially cause harm, or represents a future risk of harm, to any person.
Internal/ External Interaction	<ul style="list-style-type: none"> • PJ to manage external relationships which are important for project execution and delivery. • Networks with subject matter experts, peers, other project teams and internal discipline functions.
2. PERSON SPECIFICATION	
Experience Needed	<ul style="list-style-type: none"> • Minimum of 10 years' experience preparing civil design work on pipeline projects. • Technical professional with exposure to diverse technical and business environments. • Able to relate well to PJ customers. • Good understanding of product development, policies and business principles, with appropriate standards and guidelines. • Good understanding of pipeline and piping engineering. • Fully proficient in the use of MS Office, Autocad Civil 3D and/or Bentley PowerCivil. • Capable to follow the PJ engineering standards for preparing drawings. • Interest and commitment in team-work. • Capability to oversee and influence contractors and suppliers through design, procurement, construction phases of the PJ work. • Demonstrable commitment to HSE, HSE leadership and improvements to HSE practice both in product development and project execution. • Some experience in application of engineering management practices and in value improvement tools and practices.
Knowledge, Languages, Skills and Attributes	<ul style="list-style-type: none"> • Qualifications applicable to the civil engineering disciplines. • Good interpersonal skills. • Timely attendance of meetings, presentations and other company activities. • Positive attitude and self-motivated to achieve company and personal goals. • Good communicator, able to state key process goals and objectives, and present them clearly to the project team and to stakeholders. • Ability to plan and direct the activities designed to deliver maximum project value. • Commercially aware, and able to apply this to realise improvement opportunities in product development and project delivery. • Able to constructively challenge others and negotiate successfully with internal peers, partners and contractors to positively influence decisions and improve ways of working. • Fluent in Spanish with a working knowledge of the English language. • Desire to work with other cultures.
Special Features	<ul style="list-style-type: none"> • Able to travel domestically and internationally. • Able to travel to site. • Strict adherence to the company standards in regard to the PJ office Covid19 procedures.