



Job Description

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Job Title Project Engineer	Job Location Dar es Salaam	Category -
Job Type Full Time	Job level Intermediate	Industry -
Open to Expatriates Only Open to Tanzanian Nationals		

Minimum Requirements

Min Budget -	Max Budget -	Primary Industry -
Secondary Industry -	Primary Category -	Secondary Category -
Certificate -	Qualification -	

Summary

The Project Engineer will be responsible for managing the day-to-day engineering project initiatives for the company. The majority of the projects will be focused on continuous development. The tasks include identifying problems or opportunities that support the company's operations. Manage the process of developing feasible solutions that solves the problem or allows for utilization of opportunities. Utilizing various engineering disciplines, manage the engineering process for selected solution, and lead design reviews at various engineering stages.

Responsibilities

- Ensure assigned projects are completed within budgets and schedules while meeting needs, business objectives and design guidelines as per the Projects Implementation procedure
- Manages program of projects within the company to ensure successful completion and coordination of all efforts.
- Gather and action on stakeholder needs and requirements for all new projects as per Management of Change procedures
- Ensure that projects are implemented as per HSSEQ policies and procedures.
- Properly manage contractors at site to ensure no non compliances at sites to avoid HSSEQ incidents
- Develop schedules and annual budget for ongoing and new projects.
- Monitor progress, provide financial control and ensure quality of projects.
- Manage the project team including outsourced project assistants and administrative support.
- Identify relevant risks in the project, communicate with the Projects manager, suggest and develop mitigation plans for proper projects progress
- Identify and evaluate alternative solutions to best meet project goals.
- Work cooperatively with the Project Manager to clarify specific needs and requirements and keep the project reports up to date Including all other projects Documents (Drawings, project trackers, Meeting records, etc)
- Maintain project status throughout the implementation of the project process.
- Participate fully in the procurement process required to put in place all resources required to effectively execute the projects
- Interact with governmental branches and regulatory agencies as required to ensure that projects comply with all applicable legal requirements and regulations.
- Make presentations and reports to senior management on ongoing projects
- Properly manage projects costs and update cost control files, Capex files, follow up with Finance and procurement on invoices

and timely payment for contractors to ensure no overdue payments.

- Work with procurement to ensure all contracts are active for ongoing projects, track all contracts to ensure no overdue contracts
- Perform any other related duties as may be assigned by the Line Manager.

Principal Activities:

- Management of assigned engineering projects of the company
- Compliance of HSSEQ polices and procedure for all project and maintenance activities
- Staff management and performance

Education & Qualifications

- Bachelor Degree in Engineering (preferable Mechanical or Electrical).
- Certified Project Management professional.
- Must be a registered professional engineer with the Engineers Registration Board.

Requirements

- A minimum of 4 years working experience in the petroleum industry, construction or manufacturing on a senior technical supervisory role, incorporating, engineering design and project management.
- Must be proficient in using MS project, AutoCAD and other relevant engineering, project management and administrative software

Characteristics

- Ability to work under pressure
- Excellent communication skills both verbal and written
- Self-driven and the ability to work under minimal supervision
- Agile and results oriented
- Strong Knowledge of HSSEQ
- Task deadline oriented
- High level of responsibility and accountability
- Team player
- Strong Communication Skills
- Problem solving
- Attain 30 professional development units (PDUs) to maintain Professional Engineer registration by Engineer's Registration Board (ERB)
- Project Management training and certification

Reporting To

Projects Manager

Driving Licence

Not Required

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