



ROLE PROFILE

JOB TITLE	PROJECT ENGINEER-PLANNING & ELECTRICAL INSTRUMENTATION
COMPANY	ASHARAMI SYNERGY PLC.
JOB GRADE	ASSISTANT MANAGER
LINE MANAGER	ENGINEERING & PROJECT MANAGER

Purpose Statement:

The position will be accountable for technical delivery of projects through Front End and Detailed Engineering Design, Construction and Commissioning & Handover to operations. Key aspects of this position include managing and reviewing the technical aspects of the projects that are designed by engineering service providers. The position will also review cost estimation and perform Inspection, Testing and Commissioning.

The position will work with the Engineering Project Manager to manage the Company's interface with Government Regulatory Agencies as well as ensure that all the Company activities meet statutory and Group HSE standards.

Key Deliverables

- Develop Project management plan and execution strategy for all Asharami Synergy projects
- Develop of In-house project schedules and validation of vendor preliminary project schedules.
- Plan and schedule projects by developing a project master schedule in line with the proposal requirements through the application of the appropriate software.
- Monitor critical activities based on the project schedule and advise project team.
- Coordinate the risk management mitigation plan for identified risks & opportunities.
- Prepare all Project Schedule update, showing earned value and all support information to inform the project team of actual status on all projects.
- Review all Schedule information (milestone, interfaces & Durations) for all contract packages.
- Electrical Subject matter advisor for successful project design and completion by managing directly and providing engineering and technical supports.
- Project management role for supervision of Asharami Synergy major projects as delegated by a Project responsibility matrix.
- Evaluation/Assessment of major project electrical & instrumentation engineering designs to ensure completeness. Review of power system analysis and power systems components specifications.
- Review of projects electrical & instrumentation work scope, design basis, design calculations, drawings and supporting documentation. Provide electrical design and construction support on projects. Preparation of electrical load, load flow and short circuit calculations.
- Participate in developing, implementation of policies & procedures of capital project framework manual
- Monitor project execution with the consultants including inspection plan responsibility role as assigned for Asharami Synergy projects.
- Develop and implementation of the project management plans e.g. Execution Plan, Quality Plan, and Risk Management Plan.
- Manage contractor relationships and ensure timely completion, within budget, safely, and to the specified quality.
- Manage contractor prequalification and tender/bid process.
- Preparation of yearly projects team In house Budget.
- Clear understanding and application of relevant technical codes and standards (ANSI, ASME, API etc.) for all engineering deliverables.
- Ensures that all the works done are in accordance with the approved construction drawings, contract documents, project specifications, and all applicable standards whether local, national or international standards.

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- Ensures that all site works are done according to all applicable quality standards.
- Proactively identifies and addresses safety issues as they arise throughout a project from scoping to commissioning.

Knowledge/Skills:

- Familiarization with Project management methodology with CAPM certification an advantage
- Excellent skills in the use of Microsoft office and Microsoft Project.
- Excellent understanding of Electrical design codes and interpretation of Electrical designs.
- Strong negotiation and purchasing skills
- Strong organizational skills

Minimum Qualification/ Experience:

- B.Sc/B. Tech Engineering (Electrical)
- 8 years of Post NYSC work experience (Minimum of 5 years in Oil & Gas infrastructure)
- Project Management Professional Certification & Relevant professional/industry certifications.

Personality Traits:

- Proven relationship-building skills with good interpersonal skills
- Project management abilities with demonstrated full life cycle project engineering experience
- Ability to effectively communicate and interface with all levels of management
- Ability to plan, prioritize and coordinate multiple concurrent projects
- Proven ability to work independently, as part of a team and with initiatives to meet tight deadlines
- Good planning and organisational skills, along with a high degree of detail orientation
- Enthusiastic, adaptable and quick to learn
- Strong level of integrity with a sound work ethic

Working Relationships

- HSE and Maintenance SME experts
- Depot managers
- Contractors
- Finance Unit
- Government Agencies
- Open Markets & Original Equipment Manufacturers (OEMs)