Job Description

West White Rose CGS Project

Name:	STRUCTURAL PLANNING/ PACKAGE ENGINEER
Department:	MAIN MECHANICAL OUTFITTING (MMO)
Reports To:	MMO TECHNICAL INSTALLATION MANAGER

RESPONSIBILITIES

The Structural Planning/ Package Engineer (SPPE) will be;

- Responsible to assist with the preparation of the project schedule as per the project's contract and budget requirements. The Structural Planner will also have the ability to process, organize, and deliver all the elements necessary for an installation work package, before the work is started, allowing construction crews to perform their work safely, efficiently, and effectively.
- Help plan work activities of all involved craft for assigned construction craft in alignment with available engineering deliverables, tools, construction equipment, and materials.
- Directly support project and construction management with planning and utilization of proper means and methods for all construction activities.
- Analyze situations, identify and forecast pertinent problems and evaluate realistic options; and recommend/implement appropriate course of action.
- Adhere to and support SDP's Health, Safety & Environmental and Sustainability Policies.
- Prepare subcontractor work scopes for tendering purposes.
- Manage subcontractor work scopes and prepare progress reports required for construction management, projects controls and commercial groups.
- Other duties as assigned.

MAIN TASKS AND DELIVERABLES

- Performs work in accordance with agreed-upon budget and schedule under supervision.
- Prepare and review of contract specifications including cost estimates and quantities.
- Undertake site inspection of structures within the framework of a prescribed methodology.
- Provide inspection and monitor a contractor's performance in construction, including construction quantities for payment, attendance at site meetings, and maintenance of field notes.
- Perform assignments requiring the application of standard techniques, procedures, and criteria to carry out engineering tasks. Assignments are designed to further develop judgment and understanding of professional and ethical responsibilities.
- Perform site verifications to ensure job packaging is according to field requirements.
- Plan and develop installation work packages for the execution team.
- Identify resources required for related scopes including parts, labor, equipment, materials, special tools, procedures, critical lifts, documents, and specialty contract services.
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- Ensure all necessary updates and revisions to procedures and other documents are done.
- Perform Scoping Sessions to identity and break down larger construction work packages into smaller installation work packages.
- Work closely with the scheduling team to align installation work packaging planned start and planned finished dates.

- Package material components and manage reservations for site delivery.
- Conducts structural engineering designs, calculations, sketches, diagrams, schematic drawings, and final working drawings under the supervision of an experienced engineer.

QUALIFICATIONS

- Bachelor's or Technical degree in Civil or relevant training/experience.
- 5-7 years of preferred planning and supervision experience.
- Must be proficient and have a good understanding of structural design and construction.
- Knowledge of field level work planning, construction work practices and KPI tracking and reporting.
- Possess excellent organization, proactive mindset, time management, and communication skills.

NOTE: This job description is not intended to be all-inclusive. Employee may perform other related duties as negotiated to meet the ongoing needs of the organization.