

## Job Description

### Main Purpose of Position

- ✓ Lead Engineering Teams, creating and maintaining an operating environment that inspires and facilitates the performance needed to deliver our Business Plan
- ✓ Ensure that NIS deliver Excellence in Engineering
- ✓ Manage Design Engineering resources and processes in order to achieve the scope, time, cost and quality required for the completion of Projects; remaining cognisant of emerging risk and opportunities for NIS.

### Specific Areas of Responsibility

#### To the Project

Support the portfolio Senior Project Managers (SPM) in the delivery of successful projects to our clients. By:

- ✓ Providing leadership, technical guidance and direction to Project Engineering Teams
- ✓ Assuring that designs produced by Project Engineering Teams are compliant with Legislation, Project and Company requirements
- ✓ Developing in, consultation with the SPM, the engineering work scope, delivery strategy and plan for projects, in line with the overall Project strategies and plans
- ✓ Identifying team resource and competency requirements, addressing any capability gaps
- ✓ Ensuring Responsible Engineers understand and achieve the required engineering outcomes to time, cost, quality and legislation
- ✓ Ensuring engineering activities are executed in accordance with Company procedures
- ✓ Ensuring that Design Reviews, Optioneering Workshops and Risk Reviews are held in accordance with the design plan
- ✓ Ensuring that engineering cost and progress reporting is completed, and the SPM is informed of all engineering issues
- ✓ Advising the SPM on engineering risk and support the SPM to devise a plan to mitigate such risks.

Provide leadership, direction and feedback on team and individual performance.

Complete regular performance reviews, manage attendance, holidays, disciplinary issues and procedures as appropriate. Liaising with the SPM on these matters.

#### In support of the Engineering Function

As part of the Engineering Manager Team

- ✓ Plan and ensure that the required Suitably Qualified and Experienced People (SQEP) are available to complete engineering tasks in support of the Business
- ✓ Support and promote Learning and Development within the Engineering Team, following the NSAN competency framework



- ✓ Plan and ensure that suitable and sufficient tools and resources are available for the Design Engineering team to undertake their work
- ✓ Develop and continuously improve the engineering processes and systems to maintain best practice and ensure they meet the needs of the Business
- ✓ Take ownership of the engineering policy, guidelines and any associated documents.

## Additional Tasks

- ✓ Support and input to Business Development activity to gain sales through attendance at client meetings and appropriate industry events. Providing engineering support to the tender process, ensuring the delivery strategy is robust and underpinned and risks/opportunities are identified, mitigated/optimised. Provide engineering estimates and programmes as required to support this tendering process
- ✓ Undertake the duties of a Project Manager where assigned on Design Projects
- ✓ Actively participate in the day to day management of the Business
- ✓ Carry out, as instructed, any task as deemed reasonable by the Technical Director in the interest of the Company.

## Reporting Relationships

**Reports to:** Technical Director

**Reportees:** Principal Engineers

## Standards

- ✓ Promote and uphold the Company Values
- ✓ Manage the Department adherence to company SHE standards, procedures and policies
- ✓ To demonstrate awareness of the NIS Agility Integrated Management System (IMS), how to access it, what procedures are applicable to your post, how to conduct your responsibilities in line with the IMS and to provide feedback to ensure continuous improvements are made that reflect current practice
- ✓ Display a professional, acceptable attitude and image for all work associated with and undertaken on behalf of NIS Ltd.; undertake tasks with diligence and in strict confidence.

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Signed [TITLE]:

Date:

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Signed [LINE MANAGER]:

Date:



## Person Specification

Qualifications	Essential	Desirable
Engineering Degree	✓	
Chartered Engineer	✓	
Leadership	✓	
Project Management		✓

Experience & Knowledge	Essential	Desirable
Nuclear Industry	✓	
Mechanical Engineering <b>OR</b> EC&I Engineering	✓	
Nuclear Ventilation		✓
Design lifecycle from Concept, Scheme, Detail Design to Manufacture and Testing	✓	
Commissioning		✓

Skills & Abilities	Essential	Desirable
Substantial experience leading multi-discipline engineering teams	✓	
The ability to motivate others using own knowledge to translate ideas into actions and results and to get the best out of others	✓	
Personnel Recruitment The ability to recruit and manage individuals effectively to create a high performing team		✓
Budget Control The ability to develop and agree costs for projects and control forecast and actual costs against these	✓	
Programme Control The ability to prepare and maintain programme schedules, taking account of dependencies and resource requirements	✓	
Process Ownership The ability to develop, implement, maintain and review processes and procedures to meet NIS business needs	✓	



<b>Quality Control</b> The ability to carry out quality control regimes, such as inspections, verification, surveillance and internal audit	✓	
<b>Design Estimating</b> The ability to develop design budgets and programmes	✓	
<b>Communication in all forms</b> The ability to communicate information clearly in a variety of settings and form both inside and outside the organisation	✓	

Other	Essential	Desirable
<b>Management of Health and Safety</b> The ability to respond to H&S issues, identify the corrective actions, implement actions, and monitor their effectiveness		✓
Uphold NIS core values	✓	
Suitability for DV Clearance	✓	