|  |
| --- |
| **Company Name: VolkerWessels UK** |
| **Business Unit: Highways** | **Contract No & Name: TBC** |

|  |  |  |  |
| --- | --- | --- | --- |
| **Role:** | Site Engineer  | **Reports to** (Business)**:** | VolkerHighways |
| **Location:** | Project Based | **Reports to** (Function)**:** | Project Manager/Site Agent |
| **Current Job Holder:** |  |

|  |
| --- |
| **Overall Role Purpose:** |
| The Site Engineer is an integral member of the Site Operations Team, the Team being responsible for the effective and efficient running of the site throughout the delivery of the project. |

|  |
| --- |
| **Key Accountabilities:** |
| * Understand and comply with Company Health and Safety, Quality, Environmental and Sustainability Systems and Policies
* Provide accurate setting out and control of the works, in compliance with the works information drawings and Specification
* Provide site supervision assistance to the Site Agent/ Supervisor/Foreman in the execution of the works
* Undertake materials sampling and testing and carryout inspections in line with the Inspection and Test Plan and other quality management requirements of the project
* Be responsible for your own health and safety and that of other in line with company health and safety requirements
* Compile as built records of the works
* Any other duties assigned by your line manager for the benefit of the site
 |

|  |
| --- |
| **Key Objectives:** |
| * Undertaking Instrument checks on setting out equipment and maintaining records of such checks
* Maintaining drawing registers
* Setting out the works in compliance with the contract information
* Maintaining as built record drawing of the completed works
* Maintaining records of labour, plant and materials used in the works
* Undertaking material reconciliations
* Reading and understanding method statements
* Checking material deliveries for compliance with contract requirements
* Carrying out material sampling, and testing
 |

|  |
| --- |
| **Interfaces:**Definition of the mutual expectations between roles that are interdependent and have points of interface. Think of the key processes in which this role is involved and the interfaces within this. |
| **Internal Contacts** | **External Contacts** |
| Project Management Team | Clients |
|  | Suppliers |
|  | Subcontractors |
|  |   |
|  |  |

|  |
| --- |
| **Limits of Financial Authority:** |
| Nil |

**Career Path Information**

|  |
| --- |
| **Required Qualifications / Expertise:** |
| * BTec/BEng/MEng Degree in Civil Engineering
* IT skills – Autocad preferred
* 2-5 years setting out experience on roads and infrastructure works
 |

|  |
| --- |
| **Please note:  This Job Description is not exhaustive and staff will be required to undertake duties other than those listed.** |
| **Agreed copy** |
| **Signature:** |  | **Name:** |  | **Date:**  |  |