



Example of Assistant Engineer Job Description

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Our company is hiring for an assistant engineer. We appreciate you taking the time to review the list of qualifications and to apply for the position. If you don't fill all of the qualifications, you may still be considered depending on your level of experience.

Responsibilities for assistant engineer

- Involvement in finalization of tenders including value engineering suggestions, alternative manufacturer proposals and transfer of agreed values into an estimating system
- Prepares AutoCAD drawings and modifies sequence of operations as directed by Project/Design engineers
- Monitors department office supplies and re-orders items as required
- Plan, structure and assist the planning of the project programme of works
- Identify the interface between the engineering aspects of the programme and the operational staff through structured meetings, programme and progress reporting
- Highlight both the dependencies and the interfaces between stakeholders
- Maintain a fully logically linked Primavera P6 project programme
- Ensure the schedule is resourced (plant and personnel) and update to reflect modifications in execution strategy
- A working knowledge of Primavera preferably on Power Transmission projects
- Some experience of construction projects

Qualifications for assistant engineer

- Considerable skill in written and oral communication
- Basic understanding of the analysis and design principles based on the Indian

- To research and assist in provide engineering resource for the raising of product purchase specifications, sourcing inspection procedures and engagement with factories
- To work with the Commercial team for ensuring Products & Suppliers comply with the Group's policies on Quality, Social Responsibility and Environmental responsibility requirements and UK/European legislation
- To support stakeholders in BSS to maintain the brand integrity, through the supply of appropriate quality Own Brand products, protecting the Group's reputation and profit by minimising the business risk associated with both product and suppliers in the supply chain
- To work with the Divisional Quality Manager on maintenance of the BSS ISO 9001 certification by coordinating actions from the Management Team to satisfy the BSI Assessment programme