



Example of Engineer Planning Job Description

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Our growing company is looking for an engineer planning. Thank you in advance for taking a look at the list of responsibilities and qualifications. We look forward to reviewing your resume.

Responsibilities for engineer planning

- Prepare schedule commentary appearing in progress reports
- Clarify activities that have a critical impact on the schedule
- Oversee all work being carried out by project teams and contractors to ensure compliance with the specifications of the project and contract
- Review schedule trends to identify problem areas and recommend corrective action to management
- Prepare progress monitoring tools for the management and monitoring of the above mentioned schedules
- Coordinate with Home office & update the schedule
- Part of progress review meeting at site & update all concerns about the project progress and area of concern
- Preparing weekly, monthly and Quarterly plan for the project and preparation of the Construction Programme
- Preparation of Monthly Planned Vs Achievements Statement
- Co-ordination for project related documents and bills approval

Qualifications for engineer planning

- Successful applicants will have experience of working on a infrastructure project, we need experience in infra (roads, utilities)
- Proficiency in the use of Primavera (P3/P5/P6) and MS Project is also essential
- Excellent knowledge of Primavera software and Microsoft Office
- Undertake a variety of local and international multi-modal transportation

- Perform traffic data collection and analysis