



## Example of Mechanical / Electrical Job Description

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Our innovative and growing company is searching for experienced candidates for the position of mechanical / electrical. Thank you in advance for taking a look at the list of responsibilities and qualifications. We look forward to reviewing your resume.

### Responsibilities for mechanical / electrical

- Working with the Engineer on the coordination effort for all mechanical and electrical systems, equipment and piping layouts for all trades on a master coordination set of drawings and 3D model securing the approval of the architects and engineers
- In conjunction with the applicable operational staff, conduct Task/Project reviews, correcting any non-conformances identified
- Recommend changes that could Improve Safety performance, Improve quality, reduce cost, Increase productivity
- In line with the contracts HSE Management Plan ensure that the highest possible standard of accident prevention measures are maintained at all times, and environmental policy is followed by work teams and subcontractors
- Ensure that workplace Safety performance is regularly reviewed and corrective measures instituted when required
- Ensure that all-serious injury accidents or dangerous occurrences are promptly and thoroughly investigated and appropriate measures taken to prevent a recurrence
- Ensure that daily/weekly/monthly progress reports are submitted and distributed to relevant key stakeholders
- Ensure compliance with all safety, maintenance and operational policies and procedures
- Interacts with internal and external Project Managers to assist in the

## Qualifications for mechanical / electrical

- Must have current PE license and the capacity to acquire license in other states
- Must be competent with Revit, CAD, Basecamp, Word, Excel, Power point and license specific software
- P.E./Professional Licensure required
- Knowledge and experience in REVIT software, building load programs and engineering software systems
- Five plus years' of professional experience, A/E industry preferred
- Under general supervision, performs predictive and preventative maintenance on industrial machinery