



---

January 2024

## Site Engineer - JOB DESCRIPTION

- Main co-coordinator on a construction site for subcontractors, crafts people and operatives
- Setting out, leveling and surveying the site
- Checking plans, drawings and quantities for accuracy of calculations
- Ensuring all materials used and work performed are as per specifications
- Overseeing the selection and requisition of materials and plant
- Interpreting the contract design documents supplied by the client/architect
- Liaising with any consultants, sub-contractors, supervisors, planners, quantity surveyors and the general workforce involved in the project
- Liaising with clients and their representatives (architects, engineers and surveyors), including attending regular meetings to keep them informed of progress
- Day-to-day management of the site, including supervising and monitoring the site labor force and the work of any subcontractors
- Planning the work and efficiently organising the plant and site facilities in order to meet agreed deadlines
- Overseeing quality control, health and safety matters on site
- Preparing reports as required
- Resolving any unexpected technical difficulties, and other problems that may arise.

## Technical Skills

- AutoCAD, Revit, 3DS Max, Google Sketch up
- MS Office.



---

## Qualifications Required

- Diploma/ Degree in Civil with around 3-5 years relevant experience in Retail/ Hospitality/ Real Estate Company.
- Strong written and verbal communication skills
- Ability to work with a team and independently, use time productively, maximize efficiency, and meet challenging work goals
- Must possess and maintain exceptional work ethic as well as uphold company values and demand the highest standard of conduct from self and others

## Minimum Period of Employment

The Candidate acknowledges that substantial costs and time will be invested on him for training him specifically for effectively handling the job responsibilities and any discontinuance of the employment before the expiry of the **24 months** term would unfairly prejudice the Company, and as such, the Candidate undertakes not to leave the services of the Company, for any reason what so ever, for a minimum period of **24 months** from the date of his/her joining the services of the Company.

***Candidates can send their resume with a subject line "Site Engineer" to [careers@shilpaarchitects.com](mailto:careers@shilpaarchitects.com) immediately.***