Job Title:                              Project Manager – Engineering

Job Description

Management of multiple key capital investment projects from conception through to completion in a FMCG manufacturing facility against set and agreed budgets and execution timelines.

POSITION IN ORGANISATION

(Detail job in relation to immediate superiors, peers & subordinates, indicating grade levels)

•             Superior: Senior Project Manager

•             Peers: Project managers  Maintenance Manager, Maintenance Planner, Engineering Buyer & EHS Manager,

•             Indirect reports: Consulting Eng, Architects, QS, Structural Engineers, external contractors

•             Subordinates: None

PRINCIPAL ACCOUNTABILITIES

(Provide 4-8 examples of key accountabilities)

•             By project, compile summary project scope documents, User requirements Specifications (URS), and Change Management and Capex request documents.

•             Management of capital projects from conception stage through to execution and handover to the end user/ internal customer.

•             Development of Facilities Improvement Program (FIP’s) and Site Master Plans (SMPs) with the Plant leadership teams.

•             Negotiation of contracts involving purchasing/procurement, order placement, tracking and invoice processing for payment.

•             Ensure that asset registers are updated quarterly and assets are managed as per policy and that assets are written off when obsolete and redundant.

•             Interacting with various local authorities and Legal Authorities to ensure compliance with statutory regulations (Building code, Fire, Electrical, Environmental, effluent, water etc.)

•             Co-ordinate in-house project review meetings with all stakeholders on a monthly basis.

•             Manage project contractors to ensure compliance with Occupational Health and Safety Act, FM Global Fire Specifications,  Food Safety requirements and Engineering Standards

•             Compile URS, Approve designs, Obtain quotations and write capex applications for all allocated projects.

Skills Required

XPERIENCE/COMPETENCIES REQUIRED

(Minimum knowledge, skills, experience and competencies required)

•             Formal engineering qualifications Min- N6, National Diploma (S4) or B Tech in any of ffg. Or Higher, Disciplines- Mechanical, Electrical Eng.

•             Project management experience of  Scale Capital projects –at least any Individual projects  in excess of  50MM ZAR

•             PMI certification would be advantageous.

•             Minimum of 3 years experience in a high speed manufacturing environment (preferably FMCG), Strong negotiating skills

•                5 yrs Experience as a project manager