

<b>Job Family</b>	<b>Drafting and Design</b>
<b>Sub-Family</b>	<b>All Disciplines</b>
<b>Role</b>	
<b>Senior Principal Designer (5A)</b>	
General Purpose of Role	Provides discipline team supervision by directing project execution activities and discipline deliverable creation for one large or several smaller projects. Completes discipline technical work for projects, as time permits.
Typically Reports To	Discipline Design Chief or Discipline Manager
Example Global Titles	Senior Principal [Discipline] Designer
Alternative Location Titles	Typically uses the title of Senior Principal [Discipline] Designer.
<b>Key Accountabilities</b>	
Business Development Support	Assists business development activities by maintaining an up to date personal profile and resume. Builds positive working relationships with external parties such as the customer, suppliers, and contractors. Supports proposals by advising on the project execution strategy, estimating costs, writing proposal content, and presenting to customers. May be called upon to lead all or part of a proposal.
Business Operations	Supports the business by communicating team resource loading and skill requirements to the Discipline Design Chief. Ensures the project work is covered for vacation and unplanned absences. Mentors/trains and supports the delivery of training. Assists in the employee performance review process. Facilitates coverage of activities when people leave the team. Encourages knowledge of and compliance with requirements and processes. Works to resolve inter-discipline, vendor, and customer issues. Ensures discipline technical work and team activities meet all health, safety, environmental, and security requirements.
Technical Competency	Ensures team member adherence to generally accepted engineering and design practices, regulatory requirements, and customer specifications. Supports the standardization of equipment specifications, drawings, and document templates. Contributes to the understanding of technical knowledge, legal requirements, and customer specifications whenever viable and lawful. Uses local/global standards to support technical excellence. Supports checking, peer reviews, and incorporation of comments and findings.
Project Execution	May participate in project execution strategy and planning. Knows the project and owns the discipline scope/cost/time requirements, makes certain the team meets expectations, and coordinates with other disciplines to ensure project success. Drives innovative solutions, technology advances, and methods to effectively deal with working out of sequence. Supports management of project change and progressing for the discipline and works with the Project Management Team to take corrective actions regarding any issues, staffing requirements, scope changes, progressing, or other events that could affect project completion and/or profitability. Plans discipline quality, monitors quality activities, drives and participates in squad checking, recommends improvements, and takes action where required.
Project Deliverables	Enables data gathering and the preparation of analyses, calculations, etc. Assists with recommendations and helps create final documentation. Ensures technical issues are defined with alternate solutions, pros/cons established for multiple solutions, and recommendations made to support official project documents such as technical queries, technical deviations, etc. Ensures final documentation incorporates all relevant information and internal authorization is obtained. Reviews and authorizes work done by direct reports.
Procurement Support	Ensures relevant information is incorporated into equipment/material specifications, data sheets, testing requirements, and material requisitions. Enables bid clarifications, bid evaluations, inter-discipline vendor information review and approval, and other certification activities. Reviews and authorizes work done by direct reports.
Site Support	Seeks input from knowledgeable sources, participates in constructability, operability, and maintainability reviews, and ensures that requirements are incorporated into design. May work with site personnel to resolve issues. May create plans or documents that supports construction, testing, commissioning, operations, maintenance, or decommissioning. May provide or lead on-site support for construction, commissioning, or turn over.

## Global Level Details

Global Level Summary	Responsible for performing difficult and complex work assignments involving independent judgment to determine a course of action consistent with established functional and organization's policies and goals. Typically includes supervisory or team leadership role as well as project and department related administrative responsibilities.
Qualifications, Accreditation, Training (Essential)	Awarded a 2 or 3 year technical diploma with discipline specific training or an equivalent combination of education, training, and experience. Will have a strong technical background in discipline work. Trained in leadership and project execution. Will be actively licensed with a local governing body where required by law.
Qualifications, Accreditation, Training (Desirable)	Training in risk management or quality.
Job Specific Knowledge / Experience (Essential)	Typically has 12+ years of relevant discipline experience and 3+ years in project leadership. Has a strong background in discipline work, and a competent understanding of regulations, codes, manufacturing standards, and industry standard practices. Well versed in discipline setup, instituting work processes, monitoring a team, producing deliverables, and project closeout. Skilled in estimating project costs and writing proposal content.
Job Specific Knowledge / Experience (Desirable)	Experience in risk management, quality, procurement, or construction execution. Adept at budgeting and cost control.
Decision Making	In accordance with general policy exercises independent judgment in the planning, organization and completion of assignments; makes general recommendations on the utilization of new drafting / design techniques, normally within an area of specialization. Analyzes design elements for potential trends, technical feasibility, client or contractual requirements.
Supervision Received	Works with self-initiated interaction with supervisor and self-initiated technical guidance. Influence over duties. Receives administrative direction based on organization policies and objectives. Work is reviewed to ensure conformity with policy and for coordination of other company functions or groups.
Supervision Authority	Typically 6 or more direct reports consisting of designers within the same discipline.
Communication	Seasoned ability to inform and persuade on complex matters comes from recognition of discipline mastery. Utilized on the most complex and difficult problems.
Systems & Tools (Essential)	Competent in Microsoft Outlook, Word, Excel, Teams, and PowerPoint. Can navigate intranet pages, conduct searches, and retrieve information. Can organize information from many sources and retain as per the prescribed format and policies. Has functional awareness of discipline tools. Aware of the interrelationship of tools within the discipline, analytics and modeling, and cross-discipline data centric methods.
Systems & Tools (Desirable)	Competent in Microsoft Access and Visio. Able to touch type.
HSE Capability	Use the modified text from the sample Position Description (Senior Engineer).
People Skills	Interpersonal: Builds appropriate, constructive, and effective business relationships throughout the organization; uses diplomacy and tact; is approachable; communicates clearly, accurately, and consistently both verbally and in written matters. Employs the principles of active listening and encourages feedback from others.
	Teamwork: Enjoys working in a small high calibre team with high visibility to senior stakeholders. Able to work and liaise with multiple teams and stakeholders, able to prioritise workloads and help other team members to achieve team goals.
	Action Orientation: Achieves results set by self and others, meets timelines, pushes to achieve stretch goals, and demonstrates enthusiasm, persistence and tenacity. Breaks down work into executable tasks. Acts accountable for work produced and ensures it is "right the first time."
	Intellectual Capacity: Deals with new concepts and complexity comfortably. Examines problems carefully and thoroughly and understands their interdependencies. Can pull information and ideas from many sources and see the importance of many factors.