



Role Title	M & E Engineer		
Job Family	Property and Construction	Sub Category	Mechanical and Electrical Engineering
Behaviours	<ul style="list-style-type: none"> Making Effective Decisions 	<ul style="list-style-type: none"> Managing a Quality Service 	<ul style="list-style-type: none"> Delivering at Pace
Purpose	Deliver small to medium-sized Mechanical & Electrical projects and services, typical cost value up to £1M.		

Key Accountabilities

- Lead on design and management of a range of Mechanical and Electrical projects with typical cost value in range of c.£10k - £1mn;
- Develop and define requirements with clients and project sponsors, agree project objectives, provide professional M & E Engineering advice;
- Deliver projects within agreed timelines, budget and customer's Schedule of Requirements. Produce and maintain standard documentation;
- Conduct onsite inspections to review work and ensure required standards and quality are met, and report findings to Project Manager;
- Keep abreast of professional developments and FCDO Services business developments;
- On individual projects, act as Project Manager with overall responsibility for design and supervision;
- Peer review designs by other engineers within the team and external to the organisation

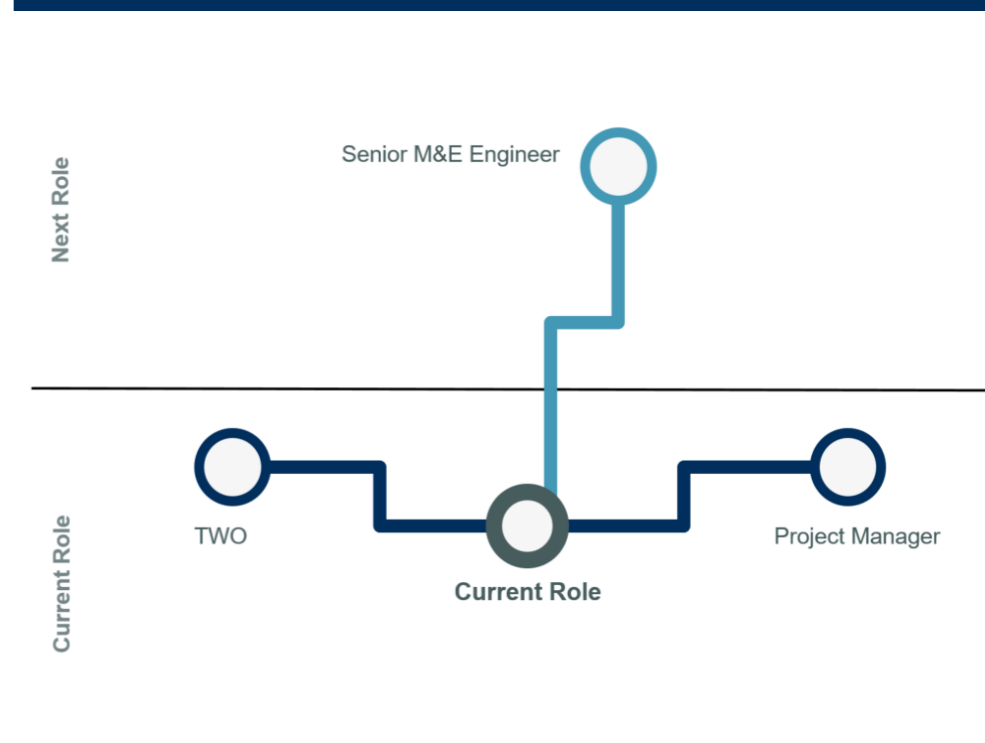
Authority and Scope

- Responsible for medium-size projects, typical value cost c.£10k-£1mn;
- Prepare and manage cost budgets/estimates relating to provision of services;
- Manage overseas-based construction contractors and Clerks of Works;
- Manage the worldwide electrical, gas and lift inspection programme

Internal and External Communications

- Clients/End Users, Project Sponsors including Ambassadors, High Commissioners and DHM's at Post; engage at each stage of process as appropriate;
- Project Managers, Quantity Surveyors, Technical Works Supervisors to progress work and provide reports on individual projects, budgets and programmes;
- Work closely with Regional Network TWO's, Architects, Building Surveyors, Structural Engineers, Quantity Surveyors to coordinate all aspects of construction and property maintenance;
- FCDO Security Advisors - ensure recommendations are integrated in project proposals;
- Assist FCDO Services Customer Contact Centre in developing fee proposals for project work

Potential Next Career Moves



Skills

- M & E operational and maintenance skills;
- Build and design building services & infrastructure;
- Site surveys;
- Commissioning work;
- Stakeholder management;
- Risk management;
- Incident resolution;
- Customer service;
- Analyse, interrogate and evaluate data

Qualifications, Knowledge and Experience

- Essential**
- Level 5 qualification in mechanical or electrical discipline;
 - Experience designing building services, Electrical, Mechanical & Plumbing; leading design and construction teams;
 - Knowledge of current Health & Safety legislation as applied in M & E context;
 - Financial management skills, PRISM experience;
 - Design software experience e.g. AutoCAD, CYMap, AMTech

- Desirable**
- Registered Incorporated or Chartered Engineer (IEng or CEng)
 - FCDO Services financial and commercial processes knowledge;
 - Understanding of the operation and the FCDO Estate; Specialist design awareness of the secure environment within the FCDO Estate;
 - Appreciation of Embassy & Residence security and fit-out requirements;
 - Experience of working overseas;
 - Contract administration