

Company Name	Tuticorin Coal Terminal Pvt Ltd
Location	Tuticorin
Position	Engineer – Mechanical
Qualification	Diploma /BE - Mechanical
Experience	3 + yrs post qualification experience Port Services - Project/Construction Field
Key Roles & Responsibilities	<p>1) Procurement & Contracts Function</p> <ul style="list-style-type: none"> i. Proper work measurement as per drawing and timely certification of measurement books and review of Bills raised by Contractors (FGI) for ST/SR & (DHHI) for SUL ii. Assist GM & Sr. Manager in arbitration for construction related matters which are subject to disputes in the site team and/or between contractual partners iii. Assist in evaluation of SUL & ST/SR contractors/vendors performance <p>2) Project Execution Function</p> <ul style="list-style-type: none"> i. Review of schedule related to construction of SUL & ST/SR work packages. ii. Coordination with civil & electrical functions on daily basis to resolve any interface issues iii. Interaction with contractors on daily basis for execution of mechanical fabrication & erection works of SUL & ST/SR packages as per the drawings and construction standards iv. Maintain records / Proper filing of documents related to SUL & ST/SR packages v. Suggest alternatives and ways to improve functionality and optimize cost to Contractors vi. Proper receipt and storage of spare parts and manuals pertaining to SUL & ST/SR packages <p>3) Project Controls Function</p> <ul style="list-style-type: none"> i. Monitoring mechanical fabrication & erection works of SUL & ST/SR package & report to Sr. Manager & Dy.. Manager on a daily basis ii. Highlight difficulties faced by contractors in fabrication & erection of mechanical works related to SUL & ST/SR packages iii. Highlight change of scope rising out change in design, site conditions, etc for SUL & ST/SR work packages iv. Assist GM & Sr. Manager in weekly/monthly meetings with team members, contractors & consultants and direct work progress v. Monitoring time and cost overruns for SUL & ST/SR packages and report discrepancies with root cause analysis to the GM & Sr. Manager <p>4) EHS & Quality Management Function</p> <ul style="list-style-type: none"> i. Ensure adherence to EHS & quality requirements by mechanical contractors <p>5) Risk Management & Stakeholder Management Function</p> <ul style="list-style-type: none"> i. Relationship management with contractors & vendors
KRA's	<ul style="list-style-type: none"> i. Execution of SUL & ST/SR work as per target timelines Project Monitoring (SUL & ST/SR Package) – Zero Time & Cost Overruns ii. Contract Management – In time bill certifications with zero errors iii. Adherence to HSE & Quality norms for SUL & ST/SR packages – Zero Accidents & Zero NCRs (Non Conformance Reports) iv. MIS Compilation & Reporting – In time reports & zero errors v. Best practice identification & process benchmarking