

Role Profile

High-Point Rendel provides strategic support and technical advice on some of the world's largest and most challenging construction projects within the infrastructure, buildings, industrial, process and power sectors. We work for an international client base that includes leading constructors, developers and funders. Our consultants deliver value by working in Director-led teams with an integrated mix of financial, commercial and technical skills.

JOB TITLE	Materials Engineer
LOCATION	Bulgaria
REPORTING TO	Chief Resident Engineer
DURATION	12 month fixed term contract (may be extended by mutual agreement)
MINIMUM REQUIREMENTS	<ul style="list-style-type: none"> ▪ Professionally qualified Chartered Engineer ▪ Solid practical knowledge of materials, in addition to Quality Assurance Expertise

JOB DESCRIPTION

DUTIES AND RESPONSIBILITIES

- Verify that the materials used on site comply with the technical requirements and specification
- Witness tests on site in compliance with the relevant procedure
- Witness sampling on site or at source and witness testing in the site laboratory, in the supplier's laboratory or in an independent laboratory
- Review and evaluate test data received from the contractor for compliance with the specification
- Advise the RCSE of non-conformances and recommend any actions to be taken with respect to the non-conformances
- Draft sections of the ISCE Monthly Report that are concerned with materials
- Liaise with ISCE Engineers and Inspectors on problems involving materials suitability, quality and usage
- Review the Contractors QC documents with respect to materials
- Review Concrete Mix Designs, Witness Trial Mixes and sampling and testing of trial mix concrete. Advise on the suitability of the mix for the proposed use and on the compliance of the test data with the requirements of the specification
- Review Asphalt Mix Designs, Witness Laboratory Trials and testing of trial mixes. Advise on the suitability of the mix for the proposed use and on the compliance of the test data with the requirements of the specification
- Witness plant, laying and compaction trials of proposed Asphalt Mixes and advise on the suitability of the mix for the proposed use and on the compliance of the test data with the specification
- Review the materials aspects of the contractors submitted NCRs and comment and advise on the non-conformance description, the stated reason for non-conformance, the proposed action for avoiding reoccurrence and the proposed corrective action
- Maximise fee income and utilisation, whilst minimising downtime
- Adopt procedures for standardisation of work products and deliverables, and peer review to ensure consistency and excellence in service delivery of the Company's technical work product
- Implement and adhere to Company procedures in the management, delivery and administration of Services
- Support and develop client relationships
- Maintain strong relationships with other functions and disciplines within the firm
- Embrace organisational change and appropriately modify behaviour and attitudes as required
- Observe and maintain Company Health and Safety Policy across all activities
- Undertake other reasonable duties as requested by your assignment or line manager

PERSON SPECIFICATION

KEY EXPERIENCE AND QUALIFICATIONS

- Professionally qualified and Chartered in a relevant discipline
- Adequate knowledge of BS and EN test laboratory procedures to enable an assessment of the validity of testing and the effects of variance in procedures
- Substantial experience of Quality Assurance of construction materials for infrastructure projects, in particular asphalt, concrete and steel
- Strong knowledge of relevant national and international industry standards, contracts, methodologies and procedures
- Experience should include large scale (c.£100m+), high profile infrastructure projects, for a range of Clients in various construction markets

COMPETENCIES

- Excellent problem solving and design skills with ability to deliver practical solutions
- Good interpersonal skills, ability to communicate effectively to all levels both internally and with external clients
- Excellent reporting / writing skills
- Ability to think and act operationally to respond quickly to changing circumstances whilst maintaining a clear view of overall priorities
- Exceptional team working skills to be able to contribute to and collaborate with multi-disciplinary teams
- Capacity to work independently to a high standard, as the assignment nature dictates
- Proven ability to work to defined, agreed targets and priorities
- Ability to cope under pressure and ensure deadlines are met, whilst maintaining a high quality of work

PERSONAL STYLE AND BEHAVIOUR

- Committed and enthusiastic with a high degree of integrity
- Convincing in terms of a capacity to translate objectives into effective practical steps
- Demonstrates a strong need to achieve, setting high standards for self. Takes initiative and focuses on improving personal and business performance
- Demonstrates willingness and flexibility of availability to meet business needs
- Able to perform effectively within changing environments; modifies own behavioural style in order to achieve results
- Commitment to own personal development