

SCOPE OF WORK

Company Brief Info:

We are a company with Electrical & Mechanical Consultancy Practice based in Malaysia engaged in M&E Design Consultancy Works for Building Services Industry.

Job Title : Engineer

Services : Mechanical

Responsibilities :

1. To assist in design, coordination and implementation of Mechanical services
2. Assist to coordinate Project planning, site survey, preliminary design and cost estimation
3. Detail designing and calculation for all Mechanical services required
4. Preparation of bill of quantities, contract document and site evaluation report, to be checked by Senior/Associates
5. Conduct (at times)/Attend relevant Authority/Consultant- Client and Certification Body coordination meetings
6. Assist in coordination of works between sub-contractor & monitoring progress to meet schedule in accordance with work program & specs
7. Assist in carrying out inspection on all works done by contractors in accordance to standards, specifications and consultants drawing
8. Compile and provide all the required documentations, i.e catalogues, method statements, layout details, design drawings, Operational & Manual (O & M) and As-Built drawings for relevant parties
9. Inspect and identify potential defects with regards to M&E installations and recommend repair methods
10. Report and assist to resolve any dispute, technical queries, emergency incidents with reference to the consultants, Supervisor/Director

Requirements:

Engineer

1. Candidates must possess at least Bachelor's Degree/ Professional Degree in Mechanical Engineering or equivalent
2. Minimum 1 years working experience in the related field or fresh graduate is welcome
3. Good communication skills, resourceful, able to work independently and self-motivated
4. A team player and able to work in a fast-paced and demanding environment
5. Adequate/Advance computer skills in Microsoft, Computer-aided design (CAD) experience
6. Light travel within Selangor/Pahang (Depends on project)