

Planning Engineer (F/M)

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Company: COMECA

Location: United Kingdom

Category: architecture-and-engineering

COMECA is an international group specialized in the distribution and management of energy and related services. As a major player in the industry, energy, infrastructure, tertiary building and transport markets, COMECA offers the best-suited equipment and services to distribute, optimize and control energy anywhere in the world. Thanks to our thousand employees based in France and abroad, we work closely with our customers to deliver innovative solutions of high standards. Our history and our values based on entrepreneurship, solidarity, cooperation, integrity and loyalty are the foundation of a strong corporate culture. Everyone is an actor in the implementation of our strategic objectives, such as our international development, customer services reinforcement, and of course innovation. COMECA aims to seize the opportunities offered by the energy, ecological and digital transition of our energy markets as well as the transformation generated by new mobility technologies. Provide planning and programme management support across the HPC project in accordance with internal/external measures to ensure and mitigate contractual risks.

In addition to :

1) Planning requirements

Management of project planning tools including PRIMAVERA P6

An understanding of MRP and implementation of cost transfer between multi-site manufacturing activities

Co-ordinate transfer of completed equipment from France/UK site including – Transport,

Storage,

Documentation

Create and deliver project work plans and revise as appropriate to meet changing needs and requirements of projects or the client.

Assist the Project Manager or Sales Manager of costing/programme matters during the process of securing the contracts

Expediting of sub-suppliers sub contract materials

Review workers progress on a day to day basis

Experience of planning for NEC contracts

2) Site support

Provide supporting documentation for project-related manufacturing/site installation/commissioning

Attend project site installation and commissioning activities where necessary

Input into cost control and monitoring of financial information

Track and monitors inventory

3) Sales follow up

Promote company products and services to meet client expectations and adhere to safety rules and applicable standards.

Establish a project plan and adhere to milestones set.

Prepare programme/planning details for project Tenders

4) Commercial follow up

Ensure quotations are followed up in line with company procedure, listen carefully to customer feedback and maximise opportunity for additional scope of works.

Support payment of outstanding customer invoices & claims when necessary.

Has responsibility of preparation of project 'Monthly Narrative'

5) Follow up of project activities

Attend follow up meetings with clients during tendering and project processes.

Able to plan, prepare, coordinate and to consolidate all technical/commercial activities.

Provide regular updates to Project Manager/Managing Director on project status.

Ability to understand and in some cases identify technical, commercial and financial risks and propose mitigation strategies and opportunities to minimize such risk

Ability to interpret engineering scope of works.

Ability to plan, to set goals and pro-actively follow-up to achieve targets and objectives

Exceptional time-management skills and ability to prioritise workload in a dynamic manner

What we expect of you:

Education: HNC/HND or higher, in electrical engineering, or minimum 5 years' experience in an equivalent project engineering role

Language: english and french professional level

IT skills: Primavera P6, Excel, Word, PowerPoint, Project (Office)

Internet, Intranet, E-mail (Outlook), CAD

Area of experience: O&G, Power, MMM, Nuclear, Rail, Utilities, Large 'infrastructure' Turnkey projects

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