|  |
| --- |
| **JOB DESCRIPTION**  |
| **Job Title** | CAD Design Engineer |
| **Job Purpose** | Responsible for the design, manufacture and development of water and effluent treatment systems across the Siltbuster Group. |
| **Business Unit/Dept** | Siltbuster |
| **Reporting to** | Design and Production Engineer |
| **Line Management Responsibility** | [ ]  Yes [x]  No |
| **Budget Responsibility** | [ ]  Yes [x]  No |
| **Accountability Level** *(service delivery performance, quality & safety of people & product/service, compliance with rules, standards and legislation, continuous improvement, reporting and strategy)* | [x]  Individual level[ ]  Team or function supervisory / management level[ ]  Department management level[ ]  Senior management / company level |

|  |
| --- |
| 1. **ESSENTIAL DUTIES AND RESPONSIBILITIES**

*The basic, important duties to be performed in the role* |
| **General*** The detailed design and development of new and existing products including structural and loading details.
* Ensure that sufficient build lists and assembly information is available for the supply chain and workshop teams.
* Undertake inspection of units in fabrication to ensure unit is to specification and quality standards.
* Undertake site inspections for pre-installation and design development.
* Work with the project and workshop teams in the production of conceptual designs, calculations, site layouts, pipeline arrangements, etc.
* Ensure detailed and accurate drawings are made and maintained in line with company systems and standards around document control.
* Work in line with financial governance controls for raising orders and stock control purposes.
* Production of Design Risk Assessments and H&S considerations in the design, build and operation of the plant.
* Assist with ensuring that operation and maintenance manuals and supporting documentation is completed for projects and production.

**Quality, Health, Safety, Environment*** Apply sound engineering practice and conduct effective health and safety practices throughout duties
* Assess job tasks identifying hazards, mitigating risks and solving operational issues
* Wear and always maintain appropriate protective safety equipment for role and activities
* Report any matters affecting health, safety and environment immediately to the line manager
* Ensure any waste materials are disposed of appropriately
* Maintaining a clean, tidy and organised work area
* Support the implementation and improvement of relevant standards and specifications for Company equipment, installation and other relevant business processes
* Proactively develop own knowledge and skills

**People and Teamwork*** Working effectively within a team environment and contribute positively and assist others when needed
* Proactively collaborate with colleagues in the interest of the Company as a whole
* Help achieve good customer service and satisfaction through activities and regular communication
* Work closely with project delivery and workshop teams to provide electrical design services and proactively develop electrical test plans.
* Positively contribute to a team spirit, providing support to others when needed including provision of cover for team members in their absence

**Financial**Contribute to the financial strength of the Company by;* Operating in an efficient, effective manner to achieve goals and targets
* Re-use of fittings and parts that are still viable rather than taking new from the stores (applies mostly to hire kit)
* The main responsibilities are outlined above but this not a definitive list and other tasks / activities may be necessary commensurate with this post.
 |
| 1. **KNOWLEDGE**

*Information, facts and practical understanding of required subject areas for role* |
| * Process engineering design with ability to read, understand and work from Process and Instrument designs
* Knowledge and awareness of current legislation affecting design, control and implementation of water treatment systems
* Able to read and understand detailed control philosophies
* Understanding of ISO 14001 and 9001:2015 standards and appropriate Health, Safety environmental legislation
* Some understanding on process commissioning
 |
| 1. **SKILLS**

*Areas of ability and task or activity competency to perform role successfully* |
| * Full UK Driving License
* Competent in the design, build, testing, installation and commissioning of water treatment equipment
* Excellent written and verbal communication skills
* Ability to quickly learn new skills
* Fluent working knowledge of IT packages including AutoCAD, Solids Works, Microsoft Office
 |
| 1. **EXPERIENCE AND CERTIFICATIONS**

*Level of time, involvement in, training and/or exposure to gain required experience in the role and or/subject area, and evidence of this* |
| * HNC or equivalent in Engineering
* Good working knowledge of solid works
* At least 2 years previous experience of working within a design engineering environment and demonstrate proven design experience
 |
| 1. **PERSONAL QUALITIES**

*General disposition / personal characteristics, work ethic, and moral values.* |
| * Self-motivated with a can-do attitude
* Strong attention to detail
* Problem solving
* Able to work under own supervision and as part of a team
* Must be flexible and adaptable to constantly changing priorities and issues
* Able to follow instruction thoroughly and diligently
* Professional appearance and presentation to clients
* Comfortable working unsocial hours on occasion
* Customer focused (internal and external) - awareness of the needs of others
* Acts with integrity
 |