

Project Engineer - Site Supervisor

Growing professional services firm based in Newcastle

Rewarding work across a wide variety of industries

Achieve a great work life balance

Summary

Due to an increasing workload across our growing customer base, we are seeking an enthusiastic engineer with a rigorous approach to project management. This role will suit someone with experience across multiple industry sectors.

The Role

The role will involve the following key activities:

- Day to day site construction management
- Auditing and reporting of work being undertaken
- Engineering assessments, feasibility studies and technical investigations
- Assisting with project scheduling and budgeting
- Preparing technical documentation and reports
- Coordinating project resources across Advitech staff, sub consultants & clients
- Coordinating project scopes of work, budgets and schedules
- Maintaining client relationships

Essential

To be successful, you will possess the following:

- Engineering qualifications - mechanical, civil or electrical preferred
- Minimum 10 years project experience
- Experience in managing and reporting on site based activities
- Demonstrated high level technical report writing and communication skills
- Proficient computing skills including Microsoft Word, Excel and Project
- Strong planning and organisational skills
- Flexibility to adapt to changing priorities
- Current drivers licence

Desirable

The following additional skills would be advantageous:

- Formal project management qualifications
- Experience working within the coal mining industry

Position

Permanent Full Time and Contract Positions Available

Reports to

Lead Engineer - Projects

Location

The Advitech Group Headquarters, 7 Riverside Drive, Mayfield West (**Newcastle**)

For more info call **Michael Thearle** on 02 4924 5400
Submit your application to recruitment@advitech.com.au