

**Job Description:** Projects Commissioning Engineer  
**Reports to:** Project Manager

**Key Responsibility:** To assist the Project Manager in the running of installation projects from first fix on site through to successful commissioning and handover including client training. To achieve all customer expectations and to adhere to statutory regulations at all times

To provide a supporting role for the Company's Aftersales department in the installation and commissioning of small works orders and any fault finding as and when work load dictates.

**Key Tasks:**

- To ensure that all system design specifications are compatible with the requirements of all applicable technical and regulatory standards (i.e. EN, BS, HTM) and BAFE/NSI Codes of Practice.
- To co-ordinate installation activities to ensure that they are carried out in a controlled manner and in accordance with the Company's documented procedures and processes plus any statutory and regulatory requirements that may apply.
- To supervise and direct sub-contract labour in the installation of projects.
- To actively monitor and manage project progress.
- To commission and handover projects to the client.
- To ensure adherence to all Company policies – including those for quality, health & safety and the management of false alarms.
- To provide reports as appropriate to the directors of the Company.
- To carry out any other job specific duties as deemed appropriate by the directors of the Company.

**Professional Experience:**

- To have experience in the installation and commissioning of fire detection, access control, CCTV and intruder alarm systems to the applicable British and European Standards and knowledge also of all relevant BAFE/NSI codes of practice.
- To be conversant with the products and systems specified and with any significant limitations inherent in such products and systems.
- To be conversant with and up to date in respect of new technologies and regulatory standards that are relevant to the design process.
- To be conversant with installation requirements such that system design specifications are professionally compiled and finalised in a manner which gives clear and unambiguous information to the customer and to the installing engineer.

## **Personal Skills:**

- To have the ability to plan and monitor work to tight time scales and deadlines.
- To have good verbal and written communication skills, including the ability to prepare reports.
- To have the ability to work creatively and innovatively dealing with core issues with customers.
- To have the ability to form good working relationships with colleagues, customers and outside bodies.
- To be able to influence, persuade and negotiate effectively with all levels of person.
- To have the ability to understand and disseminate specifications and technical drawings.
- To be able to display initiative and to have strong attention to detail.
- To be highly result orientated with a strong drive to deliver/succeed.
- To have good organisational and time management skills.
- To have good presentation and customer facing skills.
- To be computer literate and proficient in all core Microsoft Office packages.