



ICON Controls Pvt Ltd

ICON Controls is one of the few companies working in Electricals & Industrial Automation for Various Process Plants ranging from Oil & Gas, Refinery & Petrochemicals, Steel, Power, Cement etc

Job Title:	Lead Engineer - E&I Construction	Date:	
Job Description:	Installation, Calibration, Testing, Documentation of various Instrumentation, Electrical and Automation system works.		
Job Location:	Vadodara, Gujarat	Company Industry:	Electrical & Industrial Automation
Job Role:	Site Management & Execution	Joining Date:	Immediate
Employment Status:	Full Time	Employment Type:	Employee
Monthly CTC Range:	Negotiable as per Skills & Experience	Manages Others:	Yes
Number of Vacancies:	1 (One)	Other:	

Responsibilities:

- Development & Monitoring of the project, planning, creating and updating schedules in line with the project & Customer requirements including establishing the sequence and duration of activities. Taking corrective action whenever required.
- Review all project drawings / 3D models to assess feasibility of construction, match with scope of work, identify any potential areas of difficulty and escalate/ resolve the variations required in the construction.
- Follow up with clients on approvals, attend client meetings and liaise with them on all issues of the project deliverables.
- Prepare and review project specific and other procedures (ITP, QAP, HSE etc) to ensure comprehensive cover of all project activities as per the contract requirements and prepare necessary documentation QA / QC for the job.
- Coordinate all project related activities with other departments, sections and ICON HO to ensure effective integration of tasks and minimize potential delays.
- Monitor the performance of the sub-contractor (if deployed) and continuously review and take action to ensure the timelines are adhered.
- Ensure the availability of necessary of all resources (Tools & Tackles, Equipment, Manpower etc) for the smooth execution of the project. Take advance measures so that there is no shortfall of resources or loss time due to thier shortage.
- Collect, collate, verify all data and prepare Daily, weekly and monthly progress Report to ensure that it is accurate and accurately reflects the status of the project.
- Prepare measurements sheets and get certified from Customer Engineer In-Charge & plan and provide targets for billing.
- Prepare and adhere job procedures for all installation activities like Cable laying, Structure fabrication, painting, Hookups, Termination etc.
- Preparation of all final documentation during the closure of the project.
- Assistance to HO for providing commercial and technical input at the estimation stage
- Review all tender document to assess scope of work, feasibility of construction, identify/Inform potential areas of difficulty

Skills:

- Good in Communication, PR with client and Contractors
- Proactiveness to forecast issues & take preventive measures.
- Maintaining documentation, writing skills, letters to customers etc
- Proficiency in Excel for Planning & Reporting works
- Use 3D software for understanding drawings and plan work accordingly.

Cut Off (School)		Cut Off (Degree)	
Career Level:	Medium Level	Years of Experience:	2-3 years preferred.
Residence Location:	Vadodara, Gujarat	Education:	Diploma/U.G and/or P.G
Degree:	B.Tech/ B.Sc/ Diploma (Any Discipline)	Other:	Instrument Const. Exp. mandatory

Note:

Please Send Application to:

Name:	RC Sharma	Email:	rameshsharma112@gmail.com
Address:	IOCL, Vadodara Refinery	Country:	India
City:	Delhi	Zip/Postal Code:	110092
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External URL:	http://www.iconcontrols.net/		