



JOB DESCRIPTION

Project Engineer

Now part of the TASI Group, for over 40 years Litre Meter have specialised in the design, manufacture and supply of high-end technical products for the measurement and control of fluids and gases.

Located near to Aylesbury and Milton Keynes in Buckinghamshire, we have an immediate vacancy for a Project Engineer.

Reporting to the Engineering Director and as part of an enthusiastic and friendly team you will be responsible for project managing multiple customer orders from enquiry to completion. You will need to be a driven self-starter with good attention to detail. You should be commercially aware and be able to work quickly and accurately in a fast-paced multi-tasking environment. Strong communication skills and a team focused friendly approach are a must.

Visit our website at www.litre-meter.com

JOB TITLE

Project Engineer

REPORTS TO

Engineering Director

SUBORDINATE RESPONSIBILITY

N/A

PURPOSE OF THE JOB

To assist in delivering projects on time and in profit, to the satisfaction of the end customer. The role will be office based requiring 5 days per week in the office in North Marston.

KEY ACCOUNTABILITIES/RESPONSIBILITIES

- Prepare, schedule, coordinate and monitor assigned engineering projects
- Interact with internal and external stakeholders to interpret and action their requirements
- Perform overall quality control of the projects (budget, schedule, plans, performance) and report regularly on status
- Assign responsibilities and mentor project team
- Cooperate and communicate effectively with project participants to provide assistance and technical support
- Work with Production Manager to assess potential new suppliers, refine and improve production processes

Litre Meter Ltd - Hart Hill Barn - Granborough Road - North Marston - Buckingham - MK18 3RZ
tel: +44(0)1296 670200 - fax: +44(0)1296 670999 - email: sales@litre-meter.com - web: www.litre-meter.com





- Support sales at enquiry stage, through to order completion
- Support the Engineering Director on current and future research and development projects
- Provide support to the Engineering Director on all matters pertaining to quality, as established by contractual requirements and company quality policies and procedures
- Implement and maintain the quality system to ensure compliance with the Quality System Manual
- The review and amendment, as necessary, of the Quality System Manual, Work Instructions and Procedures, also the control, implementation and registration of their distribution
- Ensure that the established quality system is implemented and maintained in accordance with ISO 9001:2015 and liaise with external parties on quality related issues

SKILLS/ATTRIBUTES

Essential:

- Educated to degree level or equivalent in an Engineering related degree
- Prince2 Foundation level qualified, or equivalent
- At least 3 years experience managing multiple complex projects
- At least 2 years recent experience of working with SolidWorks to intermediate skill level
- Robust problem-solving skills
- Excellent time management and organisational skills, with experience of managing multiple complex projects simultaneously
- The ability to work within budgets and to deadlines
- The ability to explain design ideas and plans clearly
- Ability to work well with others, with good team-leading skills
- Clear and concise written and verbal communication skills
- Confident decision-making ability
- Working knowledge of ISO9001:2015 and auditing
- Excellent IT skills, including experience of MS Projects or similar

Desirable:

- Certified SolidWorks professional
- Design experience in the Oil and Gas industry or pressure vessels/flow/piping knowledge
- Hazardous area knowledge
- PD 5500
- Design experience of precision parts
- Experience producing detailed manufacturing drawings and technical information
- Experience in Research and Development, concept through to Production

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