

Job Profile

Summer, Year Out & Graduate Civil Engineers

(SYG-C-017)

Job Title	Summer, Year Out & Graduate Civil Engineers
Business Unit	Civil Engineering
Location	Various throughout the UK
Contract Type	Fixed Term / Permanent
Salary	Negotiable

Job Summary

As the GRAHAM business continues to grow and develop we are looking for enthusiastic students and graduates to join our team.

Job Description

Civil Engineers shall:

- Promote and ensure Health, Safety and Environmental requirements are adhered to.
- Undertake Surveying and setting out duties.
- Check drawings and quantities.
- Schedule selected materials for ordering from the procurement department.
- Plan the work and efficiently organise site operations in order to meet an agreed programme of deadlines.
- Liaise with any consultants and sub-contractors engaged in the project as necessary.
- Identify, highlight and resolve design issues.
- Supervise and monitor the site labour force and monitor the work of any sub-contractors.
- Ensure quality records necessary to meet quality requirements are maintained.
- Resolve any unexpected technical difficulties and other problems that may arise.
- Arrange testing of materials.
- Undertake the testing and calibration of instruments used.
- Keep a Site Diary.
- Fully interact with other members of the construction site team (team player).
- Liaise with other function/departmental managers.
- Introduce improvements and innovation where appropriate to areas of responsibility.
- Other duties as required by the Site Manager to facilitate construction of the works.

This job description is intended to give the post holder an appreciation of the role envisaged for the Civil Engineer and the range of duties to be undertaken.

It does not attempt to detail every activity. Specific tasks and objectives will be agreed with the post holder at regular intervals.

Person Specification

Technical Competencies

Essential

Studying civil engineering at university or technical college
Demonstrate an understanding of civil engineering practices
Demonstrate strong communication skills

Health & Safety

Essential

A commitment to work to the highest standards of health and safety and to comply with relevant health and safety rules.

Desirable

Health & Safety Induction Including Management System
CSR/SAFEPASS/CSCS Card
Previous site experience

Behavioural Competencies

Essential

Commercial Awareness: strong business acumen combined with the creativity and vision to meet customer needs and GRAHAM business requirements.

Leadership skills: Communicates and gains team commitment to a vision, able to motivate staff and provide direction and vision.

Effective Communication skills: Able to adapt communication to audience and create detailed written documents and reports. Able to maintain and manage communication links with a variety of stakeholders. Presents a professional image and promotes the Brand.

Customer Focus: Takes time to question and understand the real, underlying needs of the customer, beyond those initially expressed. Always works closely with customers, developing an independent view of their needs and acting in their long term interest

Influencing: Identifies and builds relationships with those who will be useful now and in the future in achieving strategic business objectives.

Initiative: is able to work alone to get results in an effective way. Understands and seeks to minimise waste in resources and processes. Adopts and encourages others to adopt new ways of working. Ability to work unsupervised.

Team Player: Always willing to be involved in other activities to achieve company objectives. Works collaboratively and uses influence to gain resolution of issues. Demonstrates honesty, loyalty and commitment.

Our commitment

GRAHAM aims to be an employer of choice for people from different backgrounds and to promote respect for the individual and equality of opportunity. We believe that everyone should be treated solely on the basis of personal merit and contribution throughout their GRAHAM career journey. The diversity of our people, their skills and abilities is the strength that helps us achieve our best.

Please apply by uploading a comprehensive and targeted CV and covering letter with your relevant experiences. All applicants must also complete an online monitoring form.

Quote Reference No: SYG-C-017

Closing Date: 31st December 2017