

Job Descriptions Module 4: Administration, Human Resources, and Training

Job Description No. 4-1-21

Geotechnical Project Engineer

Job Title: Geotechnical Project Engineer

Department:OperationsReports to:Head of ProjectsReporting to this Discipline:Geotechnical Engineers

Location: Offshore

Qualifications Recognised qualification(s) in Civil Engineering or Engineering Geology and

with 3-4 yrs experience

Key Attributes

• Methodical Approach
• Tenacity
• Diligence

Attention to Detail
 Positive Attitude
 Confidentiality

Communication Skills
 Self Belief
 Flexibility

Excellent software
 Dynamic
 Approachable

knowledge

JOB SUMMARY:

The main objective of the Geotechnical Project Engineer is to provide the Project Manager with support during the day to day running of a project. They should have a key eye for details and have excellent geotechnical knowledge and relevant experience from the field.

RESPONSIBILITIES:

Every employee shall be held accountable and responsible for:

• the on-going incorporation of quality, health, safety and environmental principles into work practices, and the on-going commitment of resources to quality, health, safety and environment to be communicated between all levels of the organization and others

The duties assigned will be varied; these will include but not be limited to the following:

- Office supervision and final QA of geotechnical data
- Technical input to tenders
- Client interaction on a technical level
- Site supervision of geotechnical investigations predominantly offshore
- Assisting the Project Manager in the project lifecycle
- Approval of lab testing schedules
- Generation of design soil profiles



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- Performance of geotechnical engineering including bearing capacity calculations, piled foundation design, liquefaction assessment and pile driving analyses
- Creation of engineering reports
- Participate in any health and safety talks, meetings or training
- Any other duties deemed necessary, which are within the bounds of the incumbent's competence and function.

LIAISON

The Geotechnical Project Engineer will often also be part of the offshore team and can take the role of OPM in many instances having a good knowledge of a project form initiation. During reporting activities, the Geotechnical Project Engineer will work either directly for a Project Manager or in conjunction with a team of Engineers reporting to a Head of Projects.