



# JOB DESCRIPTION

## PROJECT ENGINEER

**Department:** Project Management

**Reports to:** Head of Projects & Engineering

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### SHORT ROLE DESCRIPTION / PURPOSE OF ROLE:

The Project Engineer for ProSys Group will be responsible for the efficient project management of engineered to order Isolator projects to client requirements. The Project Engineer will be responsible for full end to end delivery of projects, and will provide leadership to all internal teams and also represent ProSys Group in front of the client. This role will also lead the provision of manufactured spare parts to existing clients

### ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Project Management of multiple complex projects at one time
- Project Management of Manufactured Spare Parts Process
- Own and manage the sales handover process for new projects
- Develop the overall project plans with all stakeholders both internal and external.
- Live into the Customer Intimacy Model and be the key person for Customer Relationship Management
- Lead the Project Core team to ensure completion of deliverables as per the agreed project schedule and budgeted hours
- Managing project budgets and budgeted working hours, including resource allocation and day to day operational tracking
- Responsible for Variation Change Requests (VCR) with clients where scope deviates from “as sold” specification.
- Managing Drawing release to fabrication and purchasing
- Leading the Stage-Gate design reviews prior to and during the client approval processes for drawings and other technical documentation.
- Management of procurement of long lead time items for projects with the procurement team to meet project timelines.
- Manage the GA and P&ID approval process with clients, and lead development of ergonomic mock-up reviews
- Management of Factory and Site Acceptance Testing protocols and execution (FAT / SAT)

### SKILLS / EXPERIENCE REQUIRED:

- 3+ years of previous Equipment project management experience
- Experienced in equipment implementation of projects within regulated industries such as Pharmaceuticals
- Excellent written and verbal communication skills through English
- Experience in Design with 3D CAD utilising Solid Edge 3D CAD software

- Excellent interpersonal, communication and time management skills with a proven ability to work directly with Customers and/or to manage self and assigned resources to meet schedule and budget requirements.
- Multitask ability to work with several projects at a time
- Experience of Good Documentation Practices (GDP) as used within the Life Sciences industry

#### **EDUCATION/TRAINING REQUIRED:**

- Bachelor's Degree in Engineering or equivalent
- Project Management training and qualification
- Minimum 3 years' experience in project management of equipment implementation in Regulated Industries
- Experience with equipment design using Solid Edge (or similar) 3D CAD packages

#### **KEY INTERACTIONS & STAKEHOLDERS**

##### **Internal**

- Mechanical Design Department
- Automation Department
- Quality & Validation Departments
- Document Control
- Procurement
- Finance
- Senior Leadership
- Production and Planning
- Warehouse and Shipping

##### **External**

- End User Clients
- Engineering Consultancies
- Suppliers (including approval process of new suppliers)
- Automation Department

#### **JOB LOCATION**

This role is primarily located at the ProSys Group offices in Carrigtwohill, Co. Cork. Occasional international travel to client meetings maybe required on an ad-hoc basis.