

Terms of Reference (ToR)

TECHNICAL MANAGER (Electrical/Mechanical Engineering)

Duties & Responsibilities

The Technical Manager shall attend, but not limited to the following responsibilities:

- Supervise and monitor works at the site to ensure conformity to the drawings and specifications.
- Manage and lead the team at site to complete the work with optimum results.
- Ensure consistency and high-quality work at the site.
- Engage and attend tendering work (both e-tender and manual).
- Carrying out product demonstration, presentation to targeted audience.
- To coordinate with the client's Engineers and supervisors in executing the works, scheduling, and completing the tasks on time.
- Manage inventories of materials and supplies, and ensure proper monitoring and safeguard.
- Create positive and encouraging working atmosphere.
- Ensure compliance to safety provisions
- To submit work completion reports and handing-taking of work and project to the client.
- Perform any other duties assigned and directed by the project head/manager/management.

Skills Requirements

- Ability to communicate effectively with teams and clients.
- Report writing & presentation.
- Proficient in handling the of technical development concepts, and technologies.
- strong database concepts and designing techniques.
- Understand project requirements, coordinate with resources and direct the projects in the right direction in a timely manner.
- Ability to manage change and effectively pass on the information down the line to concerned teams for smoother execution.

Leadership

- Effectively lead teams and inspire others to achieve goals through innovation, quality and excellence.

- Ability to identify strengths and weaknesses of team members and suitably make changes if required.
- Resource management skills and ability to handle complex / sensitive issues
- Encourage team interaction, boost employee motivation and appreciate team contribution
- Ability to match project tasks with opportunities for development so that employee potential is utilised to the maximum

Qualification Required:

University Graduates (Electrical/Mechanical Engineering) or VTI
(Electrical/Mechanical Engineering)

Salary:

Starting Nu. 25,000-30,000 / Nu. 20,000-25,000 (based on the work output)
All other benefits as per company ISR