



**We are recruiting for a
Mechanical Building Services Design Engineer**

- Salary: Negotiable
- Holidays: 22 days paid holiday per year **plus** 8 days statutory holiday. Employees also receive any working days over the Christmas period as extra days holiday.
- Other: Private Healthcare, Company Pension, Insurance Policy
- Hours: Monday – Thursday 8.30am – 5.30pm, Friday 8.30am – 1pm (flexibility required to suit job requirements)
- Location: Office based at 1st Floor Derwent House, Mandale Business Park, Belmont, Durham DH1 1TH. You must live locally or willing to commute daily.
- Travel: Travel to sites necessary, mostly North East based but UK wide if required (possible overnight stays required on occasion)
- Duration: Permanent (subject to successful completion of probationary period).

We have an opportunity for a mechanical designer to join our building services design consultancy based in Durham.

We see a helpful, proactive and collaborative approach as fundamentally crucial in ensuring we serve our clients and deliver our mission of being their first choice for building services design.

As our new Mechanical Design Engineer, you must be able to demonstrate relevant skills, knowledge and experience to enhance our business. We are especially interested if you already write quality specifications for mechanical services.

You will be someone who would relish the opportunity to progress within the practice, take ownership of projects and become an important member of the design team.

To apply, please send a cover letter and your CV to our Managing Director Mark Arundale. info@sineconsulting.com

Important: Within your cover letter, please include your remuneration package expectations as well as the name of anyone who you know that currently works at Sine Consulting Limited.

Interviews are held at our office in Durham and can be arranged outside of normal working hours if required.



Job Guide: Mechanical Building Services Design Engineer

Purpose of Role: A member of the mechanical design team, you will carry out the design of mechanical services for construction projects from contract award to completion.

Reports To: Mechanical Director/Associate Director

Responsible For: Internal: Apprentice Engineers
External: Clients, customers, specialist designers

Key Responsibilities	Key Tasks/Activities
Mechanical Services Design	<ul style="list-style-type: none"> • Carry out mechanical services drawings using industry standard drafting software (AutoCAD, Revit) • Carry out mechanical calculations using industry standard software (Hevacomp, EDSL, Tas) • Produce mechanical services specifications and reports. • Co-ordinate designs with other services and construction elements • Liaise with specialist designers where required • Carry out mechanical load assessments and undertake utility enquiries • Visit sites and undertake site surveys • Attend meetings and carrying out agreed actions • Manage queries quickly and professionally • Keep self/others customer focused in delivery & performance • Keep up-to-date with innovative technologies
Team	<ul style="list-style-type: none"> • Work as part of project teams to ensure best performance from yourself and other team members • Develop and train team members
Administration	<ul style="list-style-type: none"> • Ensure correspondence is handled and saved correctly • Ongoing progress analysis on live contracts
Customer and Supplier Relationships	<ul style="list-style-type: none"> • Build and enhance client and customer relationships • Enhance company image and reputation
Health, Safety and Environmental Standards	<ul style="list-style-type: none"> • Ensure all health, safety and environmental standards are adhered to. • Wear PPE on site to suit H&S requirements.

General	<ul style="list-style-type: none"> • Foster a culture of improving procedures and processes to increase productivity and improve performance. • Lead by example in delivering the company's mission to be viewed by our clients as their first choice for building services design. • Understand the company ethos and ensure this is reflected in all activities on a day to day basis.
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Behaviours:

The Mechanical Building Services Design Engineer is expected to demonstrate the following behaviours:

- Communication: Is passionate about the company and its mission
Proactively communicates useful information to others
Adapts communication style to match others' needs
Encourages others to share their views, thoughts and feelings
- Customer Service: Builds relationships with customers, gaining their trust
Works hard to anticipate, identify and meet customer needs
Encourages others to find ways to please customers
- Delivery Results: Keeps the team focused on clear priorities
Shows energy and determination in driving projects along
Acts decisively when faced with urgent issues
- Resilience: Adapts positively to change
Appears happy and enthusiastic about their work
Takes responsibility for and learns from mistakes
- Innovation: Introduces new ideas and approaches that improve work performance
Keeps own skills and knowledge updated
- Motivation & Development: Motivates others according to their own needs/wants
Demonstrates commitment to the development of other employees
- Planning/Organising: Allocates tasks to best use of available resources
Approaches work in an orderly and systematic way
Contributes technical knowledge to problem solving
- Quality: Checks own work and corrects prior to senior review
Ensures all work is checked prior to issue
Gives full attention to company procedures and legal requirements.

Education, Knowledge and Skills:

- At least 1 year post graduate design experience.
- B.Eng (Hons) in Building Services or an equivalent mechanical engineering degree.
- Knowledge of industry standard software packages (Microsoft 365, Office, AutoCAD, Hevacomp, EDSL, Tas etc.)
- Knowledge of Autodesk Revit an advantage but training can be given, however a willingness to learn Revit is essential.
- Experience of key role in mechanical design projects up to £5m in value.
- Knowledge of equipment and materials common to the mechanical services trade and use in compliance with health and safety and environmental guidelines.
- Knowledge of applicable mechanical codes, standards and regulations.
- Skills in mathematical computation.
- Excellent level of written and spoken English is required.
- Strong customer skills / helpful manner is essential.

General - All employees may be required to perform duties outside of their normal responsibilities from time to time, as needed.

V2 February 2020

Support for disabled applicants:

We wish to ensure that all candidates have equal access to our recruitment and selection procedures. If you are disabled, have an impairment or long-term health condition that may affect your ability to apply for this position, or if you require any adjustments to enable you to attend an interview or participate in the selection process please send details, as soon as possible, to email address info@sineconsulting.com. This will enable us to make any reasonable adjustments.

A copy of our Job Applicants Data Privacy Notice can be found on our website:

<https://sineconsulting.com/careers>