

The logo for the Indian Institute for Human Settlements (iihs) is located in the top left corner. It consists of the lowercase letters "iihs" in a white, sans-serif font, with a registered trademark symbol (®) to the upper right. The text is set against a dark red rectangular background.

INDIAN INSTITUTE FOR  
HUMAN SETTLEMENTS

**JOB DESCRIPTION**

# Project Engineer (MEP) – Campus Development

## About Us

The Indian Institute for Human Settlements (IIHS) is a national education institution committed to the equitable, sustainable and efficient transformation of Indian settlements.

IIHS aims to establish an independently funded and managed national university of eminence for research and innovation focused on the challenges and opportunities of India's urban transition. The proposed IIHS University will be an institution of eminence that will host an integrated programme of quality campus-based education and research, training and lifelong learning for working professionals, distance and blended learning, as well as a whole array of practice and advisory services. The university will have a strong interdisciplinary orientation bringing together theory and praxis that is grounded in the South Asian context and also engages with and draws from knowledge across the globe.

For more information, please see <http://www.iihs.co.in>

## About IIHS Campus Development

The proposed IIHS IOE main campus is located on a 54-acre freehold site at Kengeri, Bengaluru. The digitally-augmented buildings and facilities, slated to be built over three phases, are expected to enable interdisciplinary teaching-learning, research and practice, and demonstrate the best examples of Indian design and traditional crafts.

The campus of the proposed IIHS IOE will aim to provide students and researchers the opportunity to immerse themselves in and innovate around India's core urban challenges. The Campus Development team focuses on design, procurement and execution of the Campus at Kengeri. The work includes contract administration, design coordination, project management and handover of facilities to the IIHS Operations team.

## Job Description

IIHS is looking to hire a project engineer (MEP) with around 4 to 6 years of work experience. This is a regular full-time position based out of Bengaluru. The incumbent will be a part of the Campus Development team but will need to work in close collaboration with other teams at IIHS, in particular with the IoT and Sustainable Energy Labs, and the Operations teams.

The project engineer is expected to oversee and supervise execution of all Mechanical, Electrical and Plumbing (MEP) work related to the IIHS Kengeri campus. S/he will also help operate and maintain MEP and other facilities at other IIHS sites, including three other facilities and a guesthouse in Bengaluru. She/he will help schedule, plan, forecast, resource and manage all relevant activities to ensure project quality, timeliness, and regulatory compliance.

## Activities and Tasks

The responsibilities would include, but not be limited to, the following:

- Overseeing and being in charge of all the Mechanical, Electrical and Plumbing (MEP) planning, execution, Operations and Maintenance;
- Understanding the design intent and requirements from stakeholders and translating that into tangible deliverables, working with the stakeholders and consultants to draw up specifications, schematics, drawings etc.;

- Once the approval from relevant consultants/ stakeholders is received, ensuring MEP work is carried out and associated civil work is coordinated with the campus team to meet requirements as per approved drawings, and within the time frame and progress plan for the approved construction program, in a cost and time effective manner;
- Liaising with local authorities for the approval of MEP service drawings and service connections;
- Coordinating with vendors and internal stakeholders to ensure that work is done as per design intent and specifications;
- Ensuring that the installation, inspection and testing of all the MEP equipment, fittings and work implemented meets the specification and the consultant requirements;
- Determining site material requirements in advance, including requirements in requisitions for procurement issued by consultants; coordinating with the procurement engineer / project manager for timely placement of orders;
- Providing assistance in supplier-site co-ordination for site handling, storage installation and commissioning;
- Verifying the accuracy of measurements for billing and approving the final billings;
- Organising and participating in site meetings, reviewing inspection schedules; adhering to the Health Safety Security Environment (HSSE) checklist and witnessing commission testing of systems along with the consultant;
- Implementing site HSSE policy and preparing the Job Safety Analysis (JSA); possessing complete awareness of the Permit to Work (PTW) system; ensuring that all health, safety and legal requirements are being met throughout the process;
- Preparing status reports and regularly monitoring budgets, contractors and schedules;
- Maintaining accurate records and an electronic database of all elements of the projects;
- Ensuring daily project monitoring and regular progress reporting including identifying potential risks and constraints and developing a mitigation mechanism; supporting the Project Manager and ensuring timely addressing of project contractual deliverables;
- Coordinating with other project personnel to ensure that deadlines, procedures, and other project requirements are met;
- Providing support to other IIHS activities including academics, research, training, practice, operations and others;
- Participating in all activities of Institution-Building at IIHS; carrying out tasks as assigned by IIHS; and travelling on IIHS work within the country as and when needed.

### **Structure and Reporting**

The project engineer (MEP) will report to the Campus Development Head or the Senior Project Manager at the IIHS Kengeri campus and will need to collaborate effectively with a diverse group of internal teams and external individuals/organisations.

### **Person Specification**

The ideal candidate should have:

- A professional degree in Mechanical/ Electrical Engineering;
- 4-6 years of relevant experience; prior experience as a project engineer on large scale building and infrastructure projects will be an advantage;

- Practical knowledge of mechanical/ electrical/ plumbing engineering principles, practices and methods; environmental regulations; engineering project management methods; workplace safety; budgeting; employee supervision and personnel management;
- Experience in the field of engineering, procurement and operations;
- General understanding of building codes, mechanical codes, electrical codes and plumbing codes as they relate to the construction of project;
- Effective verbal and written communication skills;
- Flexibility and the ability to work well in a fast-paced environment;
- Competency in handling simultaneously occurring tasks and smaller projects;
- Excellent organisational and team working skills; the ability and willingness to work in close collaboration with other teams to meet common institutional goals.

Software skills:

- AutoCAD;
- MS Office;
- MS Project.

This offer is on an exclusive basis, which implies that other professional assignments (whether compensated or not) that bear a potential conflict of interest with IIHS cannot be undertaken.

The search will remain open until the position is filled.

### **Location**

This position is based in Bengaluru and may entail travel to other locations in India.

### **Review and Assessment**

The role and performance of the incumbent shall be subject to normal review and assessment systems at IIHS.

### **Diversity Policy**

IIHS is an equal opportunity employer that encourages women, people with disabilities and those from economically and socially excluded communities with the requisite skills and qualifications to apply for positions.

### **To apply**

If you are interested to explore this opportunity with us, please fill the online application form by clicking [here](#). (You can also click on the “Apply Now” button at the end of the Job Description displayed on the website).

### **Contact**

Please write to us at [hr@ihs.co.in](mailto:hr@ihs.co.in) if you need any clarifications while filling the online application form.



**IIHS Bengaluru City Campus**

197/36, 2nd Main Road, Sadashivanagar, Bengaluru 560 080. India.  
T: +91 80 6760 6666 | F: +91 80 2361 6814

**IIHS Chennai**

Floor 7A, Chaitanya Exotica, 24/51 Venkatnarayana Road, T Nagar Chennai  
600 017. India. T: +91 44 6630 5500/6555

**IIHS Delhi**

803 Surya Kiran, 19 Kasturba Gandhi Marg, New Delhi 110 001. India.  
T: +91 11 4360 2798 | F: +91 11 2332 0477

**IIHS Mumbai**

Flat No.2, Purnima Building, Patel Compound, 20-C, Napean Sea Road,  
Mumbai 400 006. India. T: +91 22 6525 3874

[www.iihs.co.in](http://www.iihs.co.in)