

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.

iihs®

INDIAN INSTITUTE FOR
HUMAN SETTLEMENTS

JOB DESCRIPTION

Project Engineer (Civil) – 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 distinct national university of eminence focused on the challenges and opportunities of India's urban transition. The proposed IIHS University will be a unique and distinct institution that will host quality campus-based education and cutting-edge research and innovation. The university will have a strong interdisciplinary orientation bringing together India-centric knowledge and applied research that 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 University 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, execution, and documentation activities at the IIHS Kengeri site. The work includes contract administration, design coordination, project management and handover of facilities to the Facilities Management team.

Job Description

IIHS is looking to hire a project engineer with around 3 to 5 years of work experience. This position will be part of the Campus Development team at IIHS based out of Kengeri, Bengaluru.

The project engineer is expected to oversee and supervise execution of all civil engineering work related to the project. S/he will help schedule, plan, forecast, resource and manage all relevant activities to ensure project quality, timeliness, and regulatory compliance.

This could be either a regular position or a 11-month contractual engagement, renewable on mutual consent, with the potential to turn into a regular position over time.

Activities and Tasks

Responsibilities would include, but not be limited to, the following:

- Preparing construction schedules, monitoring and reporting on the progress of work to the Lead – Campus Development and other members of the campus leadership team;
- Organising and participating in site meetings, reviewing inspection schedules, completing inspection and HSSE checklists, and witnessing the commission testing of systems along with the consultant;

- Implementing the site HSSE policy and preparing the JSA (Job Safety Analysis); staying fully aware and up-to-date on the PTW (Permit to Work) System;
- Managing site activities and taking charge of all functions of the project including supervising the progress at site and monitoring the site labour force;
- Determining the site material requirements in advance and co-ordinating with the procurement engineer / project manager for timely placement of orders;
- Identifying all requirements in the requisition for procurement issued by Consultants;
- Surveying the site and finalising the quantity as per execution plan;
- Ensuring daily project monitoring and regular progress reporting including identifying potential risks and constraints, and developing mitigation mechanisms;
- Providing assistance in supplier-site co-ordination for site handling, storage, installation and commissioning;
- Preparing status reports and regularly monitoring budgets, contractors and schedules;
- Keeping an accurate record and electronic data base of all elements of the project;
- Making sure that all health, safety and legal requirements are being met throughout the process;
- Verification of measurements for billing and giving approvals in finalization of billing;
- 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 traveling on IIHS work within or outside the country as and when needed.

Structure and Reporting

The project engineer will be an External Consultant coordinating with the Lead - Campus Development at IIHS and will be required to collaborate effectively with a diverse group of internal teams and external individuals/organizations, and students.

Person Specification

The ideal candidate should:

- Possess a professional degree in Civil Engineering;
- Have 3-5 years of prior experience, preferably in large scale building projects; experience of working in passive buildings using mud blocks/rammed earth will be an added advantage;
- Demonstrate knowledge of civil engineering principles, practices and methods, environmental regulations, engineering project management methods, workplace safety, budgeting, employee supervision and personnel management;
- Have experience in engineering, procurement and operations;
- Have effective verbal and written communication skills;
- Be flexible and have the ability to work well in a fast-paced environment;
- Be competent in handling simultaneously occurring tasks and smaller projects;
- Have excellent organisational and team working skills.

Software & Skills

- AutoCAD
- MS Office
- MS Project.

This could be either a regular position or a 11- month contractual engagement, renewable on mutual consent, with the potential to turn into a regular position over time. 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 Kengeri, Bengaluru and may entail travel to various other project locations.

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@iihs.co.in if you need any clarifications while filling the online application form.



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