

Job Description (JD)

Position title:	Engineer-PPMCC (Project Planning, Monitoring & Cost Control)	Job Location:	HO, CBD Belapur- Navi Mumbai
Qualification:	BE/B.Tech (Civil)/DCE or M.Tech (PCM)/Const Mgt	Experience:	03 to 05 years
		Salary range:	3 to 4.8 lacs

Role & Responsibilities		
S.No.	Key Result Areas	Key Performance Indicators
1	Budget monitoring	Project cost- Master Budget v/s Actual
2	Adherence to schedule	Project progress status - Project Master schedule vs actual
3	Adherence to schedule	Change to the look ahead schedule for each project and providing internal TIA (Time Impact Analyses) as-and-when required, including counter-claims.
4	Budget Preparation	Preparation of detailed working budget of the Projects (L1 and L2) and ensure its adherence
5	Projects Monitoring	Monitoring & Supervision on day-to-day basis to achieve the targets/deadlines against the deliverables. In case of any deviation, mitigation measures to be taken up under the guidance of Head of Function.
6	Adherence to schedule	Accurate & Timely material procurement plan for material, plant & machinery
7	Bidding, proposal preparation & estimation	Assist in public bid/proposal opening, evaluating bids/proposals, and determining responsiveness and responsibility of offers
8	Value Engineering through design optimization from detailed to total cost to complete	For each Project (L2 Budget-total cost to complete/L2 Budget)
9	Contract governance and contract change order	Change order value/Original Contract value
10	MIS Reports	Timely preparation of weekly reports, monthly reports, look-ahead schedules, Impact schedule, and TIA etc

Interested candidates are requested to send their CV's to rajesh.more@markolines.com mentioning the details of current and expected salary, notice period.