CAREER DEVELOPMENT

NOTIONAL TIME LINE

Graduate

(1 yr)

ESTIMATING

- Document control
- Review drawings/specs
- Procurement
- Quantity take offs
- Estimating procedures
- Report to estimators & estimating manager

QUALITY, SAFETY, ENVIRONMENT

- Exposure to management system procedures
- Safety statistics
- Inspection & Test Plans
- Document control
- Exposure to audits
- Report to QSE manager

ENGINEERING

- Quantity take offs
- Design calculations
- Methodologies
- Drafting
- Site inspections
- Design procedures
- Report to design engineer & engineering manager

SITE ENGINEER

(2-4 yrs)

- Costing
- Contract Document control
- Review drawings & specifications
- Quality control
- Compile quality records

- Budgets
- Site surveys
- Temporary works design
- Prepare methodologies
- Production Monitoring

- Contract Administration
- Review contracts – documentation
- Claims
- Contract Law
- Commercial procedures

- Procurement
- Supervise subcontractors
- Environmental monitoring
- Report to project engineer/manager
- Report to commercial manager

(2-4 yrs)

PROJECT ENGINEER

- Cost forecasting
- Review drawings / specifications
- Prepare construction execution procedures
- Procurement
- Onsite inspections
- Costing
- Temporary works designs
- Supervise subcontractors
- Client relationships
- Contract administration
- Quality control
- Budgets
- Negotiate variations
- Programming / scheduling
- Report to project manager

ESTIMATING ENGINEER

- Review drawings & specifications
- Procurement
- Quantity "take-offs"
- Site inspections
- Communicate with clients' representatives
- Pricing of tenders
- Communicate with suppliers
- Programming / scheduling
- Develop Methodologies
- Report to senior estimator / estimating manager

QSE ADVISOR – SITE

- Development & maintenance of project execution plans
- Safety & environment risk assessment
- Internal auditing of subcontractors
- Communicate with QSE manager
- Continual development of project procedures & systems
- Site safety & environment inspections
- Report to the project **manager**

DESIGN ENGINEER

- Quantity "take-offs"
- Drafting
- Site inspections
- Design calculations
- Design & construction methodologies
- Temporary works
- Safety & environmental risk assessment
- Communicate with design consultants
- Report to senior design engineer

SITE CONTRACT ADMINISTRATOR

- Review & analyse contract documentation
- Review & process claims
- Claims preparation & assessment
- Exposure to clients & subcontractors
- Contract law
- Identify contract exposures
- Costing
- Report to senior contract administrator / commercial manager / project manager

(2-6 yrs)

Senior Project Engineer ↔ **Estimator** ↔ **QSE Manager - Site** ↔ **Senior Design Engineer** ↔ **Senior Site Contract Administrator**

(4-6 yrs)

Project Manager ↔ **Senior Estimator** — **Project Controls Manager**

Senior Project Manager ↔ **Chief Estimator** ↔ **QSE Manager** ↔ **Engineering Manager** ↔ **Commercial/Contract Manager**

Business Unit General Manager

State Manager ↔ **Operations Manager** ↔ **Construction Manager**

CEO

Rev 1 – August 2017