

## Profile Details

<b>Role</b> : Engineering Lead	<b>Sub function</b> : Hospitality & Property Management
<b>Function</b> : Hospitality & Property Management	<b>Reports To</b> : General Manager
<b>Key Responsibilities</b> <ul style="list-style-type: none"><li>• Plan &amp; execute preventive maintenance and upkeep of all engineering services</li><li>• Monitor energy consumption and design methods for conservation and optimization of energy</li><li>• Co-ordinate with Project and Design team for upcoming building / cinemas and preparing proper handover reports</li><li>• Preparing and analyzing Engineering MIS reports</li><li>• Wide exposure in technical supervision of highly skilled specialized groups and trade personnel: General administration with control and discipline</li><li>• Guiding, interpreting rules, performance appraisal, motivation of personnel and career planning.</li><li>• Manpower planning and delegation of engineering / facilities jobs</li><li>• Organizing outdoor activities, groups at work, training and development of man power</li><li>• MEP commissioning activity as per Design, BOQ &amp; Tenders.</li><li>• Checking of MEP system as per checklist.</li><li>• Performance testing of MEP system.</li><li>• Conduct Internal Technical Audits for evaluating system performance &amp; staff competency.</li><li>• Coordinating with External Technical Auditors and improving the System.</li><li>• Technical Training provide to MEP staff.</li><li>• Proper handover of MEP system from Project team</li><li>• Maintaining stores and supplies for regular requirement and emergency requirements</li><li>• Timely processing of vendor invoices</li></ul>	
<b>Skills, Knowledge and Abilities:</b> CAD Drawing, Communication, Team work, Quality control, System analysis and evaluation, Administration and management, Computers and Electronics, Building codes and standards	
<b>Qualification:</b> Degree/Diploma in Electrical/Mechanical Engineering	
<b>Other Requirements:</b> Attention to details, Flexibility, Analytical thinking, Leadership, Initiative, Innovation	