


| JOB DESCRIPTION | |  |
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| Designation: | Executive (Engineering Officer) | |
| Department: | Technical Division | |
| Responsible to: | Manager or Divisional Manager or as Delegated by the CEO | |
| Basic Functions: | Design Development, Detailed Engineering, Project Engineering, Permitting, Public Procurement, Site Engineering, | |

1. Functions

The Executive (Engineering Officer) will be required to:

- Perform necessary structural, mechanical, or electrical research and calculations to ensure the design's technical feasibility and safety whilst ensuring that the design adheres to the relevant codes and standards.
- Develop and finalize the technical design of the systems, structures, or equipment, considering factors like materials, load-bearing capacity, and environmental conditions.
- Prepare tender documents, assist in evaluation of tenders.
- Evaluate tenders in connection with the Second Interconnector project ("the Project").
- Monitor the execution of the contracts and ensure that deliverables respect the conditions in their respective contracts.
- Minimise the costs of the project for the Company and enhance value for money.
- Carry out the necessary consultations and attend progress meetings.
- Provide regular updates on Project,
- Oversee project implementation phases, ensuring adherence to technical specifications, budgets, and timelines.
- Conduct on-site inspections and assessments to monitor project progress and quality control.
- Collaborate with stakeholders, contractors, and regulatory bodies to ensure smooth project execution and also provide presentations.
- Actively involved in the operation and maintenance planning of infrastructure projects post-implementation.

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- Carry any other tasks that may be required for the successful and timely implementation of the Project.
- Carry out any other duty related to the above as required by the Company.

2. Duties

The Executive (Engineering Officer) will be expected to:

- Contribute to the realization, implementation, coordination, management and operation of the Project as required by management.
- Proactively be involved with the technical team in the execution of the projects of ICM.
- Support the other ICM teams in the execution of the Project .
- Issue Terms of Reference for tenders in relation to the Project.
- Review and provide suggestions to reports/documentation in relation to engineering design, marine surveys, engineering reports, and environmental studies required as part of the permitting and commissioning of the projects.
- Write reports, bulletins, and newsletters and assist accordingly.
- Aid the team in the preparation of specifications and contract documents in accordance with the Company's policies and procedures.
- Aid the team to formulate tender evaluation reports for services and works related to the project and the Company's requirements.
- Participate in the administrative and financial reporting and auditing exercises under the ERDF programme.
- Participate in the coordination of the projects' related contracts throughout their drafting, tendering, adjudication and execution phases.
- Form part of Project Monitoring Board or Project Teams relating to the execution of contracts and actions.
- Provide, as directed, support to all stakeholders in the drafting of their administrative and financial reporting requirements under the project.
- Be actively involved and take the lead in the general administration of the Projects.
- Participate, as required, in technical workshops and stakeholder/public events.
- Develop and finalize the technical design of the Project.
- Review and verify the design from EPC Contractors.
- Certify works and BoQs.
- Perform the necessary design research and calculations.

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- Assist in developing project reporting tools and the assessment of project status information to highlight any deviations from planned objectives and identify the necessary corrective action.
- Submit reports and other documentation related to the implementation of the Project.
- Approve, write, review, implement, report, and prepare technical documentation aligned to this job description before being published by the Company.
- Build a strong relationship with key personnel and subcontractors to facilitate the achievement of goals by providing ongoing feedback, training, and coaching.
- Perform any other duties in accordance with the Code of Ethics for the Profession and assigned by management from time to time.

3. Other Requirements

The Executive (Engineering Officer) will also be expected to:

- Ensure that replies to all types of internal and external communication are delivered in a timely manner.
- Be ready to travel for meetings, witnessing, Factory Acceptance Tests, Site Works and training according to working exigencies.
- Be available to work on site to monitor site works and ensure that all works are being carried out in accordance to national legislation, standards, codes and Project's contract requirements.
- Make use of any software and/or system that the Company may introduce.
- Ensure high quality and standard of work and service throughout.
- Keep abreast of the Company's policies and adhere to them.
- Ensure collaboration and dialogue with colleagues and other professionals within the Company and with other external entities and authorities for the effective and efficient execution of duties.
- Maintain a thorough understanding of the relevant technology and good practical skills.
- Be able to work under pressure and communicate with the Divisional Manager or his delegate.
- Be able to work independently by taking own initiative whilst respecting company policies.
- Participate as an effective member of teams and have the ability to supervise EPC Contractors.

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- Persist in pursuing recurring problems relentlessly until a solution is found.
- Act in accordance with public procurement regulations.

4. Training and Self Improvement

The Executive (Engineering Officer) is expected to:

- Maintain high ethical and moral standards.
- Keep abreast with developments in the technical and policy area to which he / she is assigned.
- Keep abreast with good practice in engineering practices and developments.
- Keep abreast with quantitative research methods.
- Keep abreast with project management methodology.
- Keep abreast with performance management methodology.
- Keep abreast with the software that the Company may introduce from time to time.
- Keep abreast with communication strategy design and implementation methodology.
- Keep up to date with the knowledge of EU Electrical Market Directive, Gas regulations, Local Laws, Technical Standards, ISO & EN Standards, and work practice through self-taught and refresher courses.
- Keep up to date with all equipment as well as technological advances.
- Demonstrate competence on a continuing basis.

5. Organizational Relationships

Reports to the Manager or Divisional Manager, or delegate, or as may be instructed from time to time by the CEO

6. Knowledge

Due consideration shall be given to applicants who possess working knowledge of:

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| Project Management |
| Power & Protection Systems |
| Engineering (Electrical, or Mechanical, or Civil, or Architecture) |
| Permitting |

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| Design |
| Public procurement |
| Operations of Energy Infrastructure |
| Previous experience in Energy Utility Projects or Energy Utility Operations or Maintenance of Energy Utility Infrastructure |

7. Qualifications

The Executive (Engineering Officer) must be in possession of:

- A warrant to practise as an Ingénieur in Malta, or
- A warrant to practise as a Perit in Malta.