

Applicants are required to appear for Walk-In/ Virtual Interview (request for Online interview with prior intimation to [hr@kiht.in](mailto:hr@kiht.in) before **28.04.2022** may be considered) for Interview on **05.05.2022** at 10.30 am to the Office of KIHT, Kalam Convention Centre, AMTZ Campus, Pragati Maidan, VM Steel Project SO, Visakhapatnam-530031, with certificates, pay-slips of previous three months, experience certificates and other documents

### **Consultant – Civil Engineer**

#### **Terms of Reference:**

1. Managing the planning and design stages of civil engineering projects
2. Assess project and its requirements
3. Assess the impact and feasibility of site due diligence, preliminary layout and up to the final engineering design.
4. Completes construction projects by preparing engineering design and documents and confirming specifications.
5. Designs construction projects by studying project concept, architectural drawings, and models.
6. Prepare architectural drawings and schematic designs based on project requirements.
7. Study and assess drawings, plans, specifications and other documents relating to construction projects.
8. Determine budget, project schedules and scope of work and deploy appropriate staff.
9. Direct, lead and support other engineering and skilled personnel in managing and executing multiple tasks and projects.
10. Lead and direct onsite construction teams.
11. Determines project costs by calculating labor, material, and related costs.
12. Creates feasibility study by analyzing engineering design, conducting environmental impact studies, and assembling data.
13. Confirms adherence to construction specifications and safety standards by monitoring project progress, inspecting construction site, and verifying calculations and placements.
14. Manage deliverables on time and within the budget.
15. Prepare tender documents including technical specifications, General and Special conditions of contract.
16. Undertake the assignments, which may be assigned from time to time.

#### **Eligibility:**

1. Qualification: Degree in Civil Engineering or equivalent qualification from recognized universities
2. Experience: Minimum 12 – 15 years of experience in the relevant filed

3. Proficiency in Microsoft Office and industry-related software.
4. Strategically minded with strong analytical and problem-solving skills.
5. Excellent communication and interpersonal skills.
6. Excellent organizational and managerial skills.
7. Skilled negotiator.
8. Ability to handle urgent matters, multiple tasks, simultaneously and quickly complete the assigned tasks
9. Age up to 45 years