

# Vacancy

This is not an SACPCMP vacancy. All applications related to this vacancy are to be **sent directly to the contact details listed below**. The SACPCMP will **not be responsible** for the receipt of any applications or CVs in this regard.

The SACPCMP is **not involved in appointing any positions related to this vacancy**. Queries regarding this vacancy should be sent to the contact details mentioned below.

The SACPCMP will **not respond** to queries submitted regarding this vacancy.

<p><b>Position</b></p>	<p>Project Manager</p>
<p><b>Company offering/representing the Position</b></p>	<p>J &amp; C Engineering (Pty) Ltd</p>
<p><b>Details of the Position</b> (requirements of position, qualification; registration etc)</p>	<p><b>Purpose of Job /Role Intent:</b> The Project Manager will manage complex public and private construction projects. Although this position will be required to oversee multiple project superintendents and field workers, the primary responsibility will be to the bottom line of the projects as well as assuring safety, schedule, and quality. The Project Manager's job is to assist in planning the schedule and coordinate all phases of projects, including job cost accounting and billing procedures, and liaison with the owner, architects, subcontractors, and suppliers.</p> <p><b>Minimum Qualifications and Experience required:</b> Grade 12 with Maths, Science, English. B.S. in Mechanical/Civil Engineering or Construction Management preferred but not mandatory. Should have 10 years of project management experience in Cement/Petrochemical /Power Generation field. Knowledge of construction industry standards, building codes, equipment, methods, and contracts. Experience in a fast-paced technology environment, with the ability to navigate ambiguity and drive solutions. Be registered with SACPCMP as a Project Manager.</p> <p><b>Key accountabilities</b> Identify project milestones, allocate resources, and establish a logical sequence of tasks to ensure timely completion. Collaborate with procurement teams to source and select vendors and sub-contractors. Measure project performance using appropriate tools and techniques. Construction activities to ensure compliance with project specifications, building codes, and quality standards. Conduct regular inspections to identify and address any quality issues.</p>

Implement quality control measures and initiate corrective actions when necessary.  
Implement the Company Quality Assurance Plans through checking, witnessing and recording the quality activities as described within the Plans.  
Oversee the procurement process and ensure timely delivery of materials, equipment, and supplies required for the project.  
Review contractors' direct cost payment requisitions and budget status, review of subcontracts, bonds/subcontractor default insurance, review of change orders, review of monthly Job Cost Reports, on adequacy of contingency, review of construction and disbursement schedules.  
Open Purchase Orders & ensure they are approved & processed as per established procedures.  
Identify cost-saving opportunities and implement strategies to keep the project within budget.  
During emergency situations, evaluate the abnormalities and take corrective action to avoid downtime, equipment damage and/or SHERQ incidents. Ensuring housekeeping is undertaken frequently enough to always maintain a safe and neat workplace.  
Manage pre-construction design co-ordination, value engineering, and approval with both internal and external members of the design and construction team.  
Writing and distributing bid packages that clearly define the scope and general provisions.  
Foster and maintain strong working relationships with support staff (estimating, procurement, project controls, scheduling, project admin, document control).  
Hold construction meetings, attend weekly progress meetings, and prepare meeting minutes.  
Provide on-site construction management oversight during mobilization, site preparation, construction, fit-out, commissioning, and occupancy.  
Interface with client to define project requirements.  
Monitors on-site processes, procedures, and systems for compliance with construction drawings, security requirements, and code compliance.  
Ensure own team adhere to construction standards & procedures for people and plant.  
Ensure construction activities planning is scheduled optimally to maximize execution output.

**Leadership, people management and values**

Assist in the definition of project scope and objectives, involving all relevant stakeholders and ensuring technical feasibility.  
Manage changes to the project scope, project schedule, and project costs using appropriate verification techniques.  
Manage the relationship with the client and all project stakeholders.

Assembles a high-performance integrated project team when required, to include all stakeholders, manages communication, and manages expectations throughout the entire project.

Identify potential risks and develop risk mitigation strategies.

Regularly assess project risks and take proactive measures to minimize their impact on the project.

Maintain safety standards and ensure adherence to health and safety regulations.

Prepare and distribute project status reports to stakeholders.

Keep track of project milestones, deliverables, and any deviations from the original plan.

Identify lessons learned and best practices from ongoing projects.

Implement process improvements and share knowledge with the project team to enhance future project performance.

Ensure team motivation and team wellness.

Promote company values and ensure compliance of team to the values.

Facilitate effective communication up and down from management and within own and other stakeholder teams.

Participate in selection of staff (for your own team) by being an active member on recruitment panels.

Participate (or conduct on own team) in potential deviation analysis (PDA), root cause analysis (RCA) and risk assessments.

Ensure compliance with relevant J & C Engineering procedures, policies, legislation and business processes.

Ensure adherence to SHERQ legal standards (ISO 9001, ISO 14001 and OSHAS 18001) and implement SHERQ processes for own area of responsibility.

Ensure that MOC process is followed, and that modified plant procedures are implemented by artisans.

Analyze and resolve project-related issues and conflicts that may arise during construction.

Develop solutions to unforeseen challenges, such as design changes, material shortages, or weather disruptions.

Make decisions in a timely manner to keep the project on track

Construction projects involve coordinating various stakeholders and teams, including engineers, contractors, and sub-contractors.

Effective team management skills involve organizing resources, assigning tasks, monitoring progress, and fostering a collaborative and efficient work environment.

<b>Location</b>	Mpumalanga – Kriel/Standerton region
<b>Full Time / Part Time / Contract Employment</b>	Limited duration contract
<b>Remuneration Details</b>	To be discussed
<b>CV/Application to be submitted to:</b>	Johan Kruger
<b>Contact Person/details</b>	011 454 4908 or j.kruger@jceng.co.za
<b>Closing date for applications</b>	