

Title: Project Engineer

Experience: 3 - 4 Years (Minimum 3 years of field and project planning experience)

Location: Manipur

Reporting To: Chief Executive Officer

Compensation: INR 4,80,000 - 5,40,000 (CTC)

About Sunbird Trust

Established in 2014, Sunbird Trust is a non-religious and apolitical not-for-profit organization working in remote and conflict-affected parts of North East India with the motto of 'Peace through Education'. It facilitates physical and financial access to education by building schools and hostels and providing child sponsorships. It engages with local communities in livelihood development and fostering peace, thus helping build bridges between people here and their countrymen elsewhere in India.

- Team of 50+ professionals including Teach for India, Azim Premji University Graduates and Gandhi Fellows
- In Feb 2023, awarded by Azim Premji University amongst top ten case studies of NGOs from across India for their annual "Stories of Change" competition
- GREAT PLACE TO WORK accreditation since 2023

Roles & Responsibilities

Sunbird Trust is looking for a dedicated Project Engineer to assist with the scheduling, planning, forecasting, resourcing, and managing technical activities to ensure project accuracy and quality. The Project Engineer is responsible for the engineering and technical disciplines of ongoing projects and establishing inspection criteria for the proper implementation of all the elements of a project.

- Conduct initial recce to understand the scope of a project in various locations
- Design project proposals
- Create cost estimation and budget for projects in well-planned phases for implementation
- Prepare, schedule, coordinate, and monitor assigned engineering projects
- Design infrastructure leveraging local resources in the most efficient and sustainable manner possible

- Formulate project parameters, assign responsibilities to employees and monitor the project team
- Interact with various stakeholders at partner schools, interpret their needs and requirements, and represent them in the field
- Perform quality control tasks on budgets, schedules, plans, and personnel performance and report on the project's status
- Review the engineering tasks and initiate the necessary corrective actions
- Develop specifications for the project's necessary equipment.
- Create frameworks to measure the project's metrics and data collection.
- Ensure the project's compliance with the applicable codes, practices, policies, performance standards, and specifications.

Qualifications

- Bachelor's degree in Civil Engineering or Architecture
- Minimum 3 years of field and project planning experience
- Completed courses on AutoCAD, Excel estimation, Revit, or SketchUp

Skill Requirement

- Proficiency in design and visualization software, with strong computer literacy
- Ability to manage and coordinate multidisciplinary projects effectively
- Expertise in project planning, execution, and team supervision
- Strong organizational, leadership, time management, and decision-making abilities
- Excellent written and verbal communication skills
- Thorough knowledge of relevant codes, policies, standards, and industry best practices

Must-Have Mindset

- Commitment & Integrity
- Team Player with good interpersonal skills
- Proactiveness, Flexibility and Adaptability
- Ability to assimilate in local culture and way of life.

Application Process

1. Preliminary screening of profile
2. Pre-Work

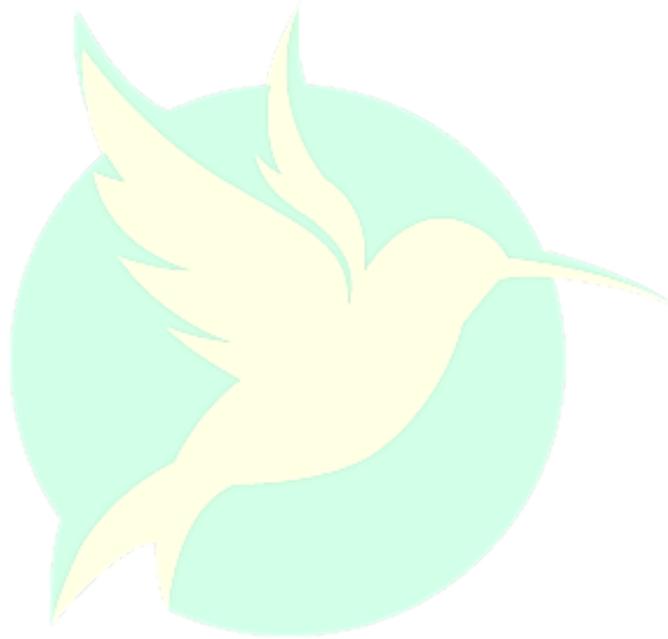




3. Personal Interview
4. Reference checks

HOW TO APPLY?

Click on the link to apply: <https://forms.gle/fhiBoYadapZ4kZ9g9>



Sunbird Trust
PEACE THROUGH EDUCATION

