

## Role Dossier for Senior Site Engineer

Designation: Sr.Site Engineer

Department: Civil

Reporting to: Project Manager

Job Location: Site

### **JOB RESPONSIBILITIES**

- Report to Project manager regarding work schedule and progress report.
- Calculate volume of concrete.
- Maintain quality in work also avoid rework
- Take all joint measurement record which is necessary to our client bill
- Wastage Control of steel and concrete, shuttering and other civil materials.
- Sound knowledge in all RCC activity, block work, plastering, and finishing.
- Prepare check list and concrete pour card
- Performance targets to be achieved with respect to Quality, Safety etc.
- Rework to be avoided in all cases by ensuring superior quality.
- Create work front & ensure line of action.
- Achieving Targets as per planned schedule without any delay.
- To act on all instructions as per of Direction of Project Manager.
- To carry out any work on site as per instructions from Management from time to time in routine or emergency.

Issued by,

Received by,

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Human Resources

Employee