

Job Opening Jr. Engineer (Civil Engineering Projects)	
Name of the Company:	Facile Maven Private Limited
Date of Announcement:	21-11-2024
Job Designation:	Junior Engineer
Job ID Ref.:	2024 IE 09
Company Sector:	Infrastructure (Civil Engineering) - Consulting
Job Location:	Ahmedabad City - Gujarat
Education Qualification:	Diploma Civil Engineering or B. E. / B. Tech. (Civil) or equivalent
Years of Experience:	Ideal, 3 years after B.E. or Minimum 5 years after Diploma or More (On site) - Fresher having inclination to learn more of site work shall also apply
Required Skills:	<ul style="list-style-type: none"> • Must have knowledge of Topography Survey, Site measurements and quantity calculation, Costing, Tender Documents, Tender item of works-specifications of Building & Infrastructure, Standards of IS – DCR and other code provision • Ability to understand Detailed Project Reports, Feasibility reports, Cost Effectiveness and Possible Alternatives, etc. • Have knowledge of executing construction item of works • Able to prepare monthly – quarterly – yearly project progress reports • Should Analyse data, compile information • Able to timely Co-ordinate and follow up of various activities of Project • Should be good at communication within team • Must have good writing skills with logic and understanding • Must be an enthusiastic learner
Software Skills:	<ul style="list-style-type: none"> • MS (Word, Excel, and PowerPoint) – Proficient • Good understanding of other software
Duties to be performed:	<p>Help ensuring smooth and efficient site operation</p> <ul style="list-style-type: none"> • Morning briefing, site inspection, task allocation to contractor as required • Daily site supervision, monitoring and Quality checks – observations. • Work under instructions of senior officers. • Keep record of the activities and material to be used on site, maintaining record books. • Photography, Documentation of activities and Prepare Reports: Inspection - Daily Progress – Weekly Progress – Monthly Progress – Incident Report – Change Order – Financial Report – Minutes of Meeting – Sub-contractor Performance – Completion Report. • Give end of day review and next day planning to superior • Maintaining transparency, ensuring accountability, and facilitating effective communication among all stakeholders involved in the project
Other requirements:	<ul style="list-style-type: none"> • Must have own 2-wheeler • Must have own laptop/ computer with internet • Language Fluency Preference – English (Fluent), Gujarati (Fluent), Hindi (Fluent)
Salary:	CTC - 2.00 Lac to 3.00 Lac No bar for right candidate subject to company policy
How to Apply:	Visit Website: www.facilemaven.com/careers