

Job Opening TECHNICAL SUPERVISOR (Civil Engineering)	
Name of the Company:	Facile Maven Private Limited
Date of Announcement:	07-11-2024
Job Designation:	Technical Supervisor
Job ID Ref.:	2024 IE 04
Company Sector:	Infrastructure (Civil Engineering) - Consulting
Job Location:	Bhavnagar City
Education Qualification:	Diploma Civil Engineering or B. E. / B. Tech. (Civil) or equivalent
Years of Experience:	Minimum 3 years (on-site experience) - Experience of civil infrastructure projects would be advantageous Freshers do not apply.
Required Skills:	<ul style="list-style-type: none"> • Must have knowledge of Quality Survey, Site measurements and BOQ, Costing, Tender Documents, Tender item of works-specifications of Building & Infrastructure, Standards of IS – CGDCR and other code provision • Ability to understand Detailed Project Reports, Inception 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, and make recommendations in the project. • Able to timely Co-ordinate and follow up of various activities of Project. • Should be good at communication within team as well with the clients. • 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 as required • Site supervision and Quality checks – control measures • Safety management and technical guidance to workers • Progress and resource monitoring with management, book-keeping • Coordination with contractor team and Client Liaison & interaction • 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 • Check on Compliances with contract terms and specifications • Problem solving, quality inspection and observations for testing • End of day review and next day planning • 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 – Gujarati (Fluent), English (Moderate), Hindi (Working)
Salary	CTC - 1.40 Lac to 3.00 Lac No bar for right candidate subject to company policy
How to Apply:	Visit Website: www.facilemaven.com/careers