



ROLE PROFILE

Job Title: Trainee Electrical Engineer
Reports to: Senior Engineers/Technical Directors

Role

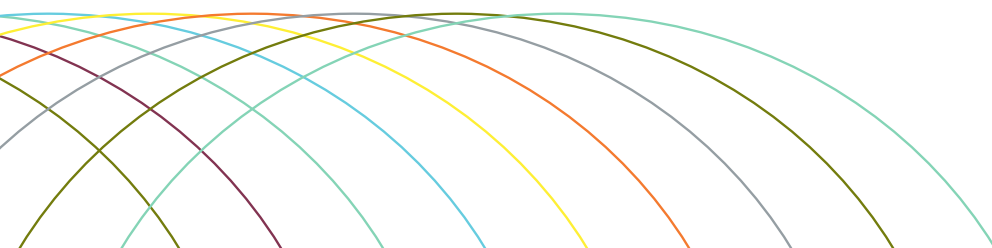
As a member of the department your responsibilities will include input to the delivery of the Electrical Services Design on assigned projects. You shall also be responsible for maintaining and improving the quality and efficiency of the Electrical Services design offered by Harley Haddow.

The position demands excellent communication skills; you will be representing Harley Haddow through direct contact with clients and other design team members.

You will learn by assisting the engineers on projects and be mentored by senior members of the team. You will be allowed to attend University/other training courses with prior approval of the Departmental Director in order to progress your learning and career goals.

Key Areas of Focus

- Training in the basic Electrical Buildings Services skills including:
 - Lighting design and emergency lighting
 - Small power
 - Data
 - Audio Visual
 - F.A
 - CCTV/Security/Access Controls
 - Utilities
 - Containment
 - LV Distribution
 - Lifts
- You will be trained to utilise the following packages as part of your day to day design duties:
 - Anotech
 - Dialux
 - Hevacomp
 - AutoCAD
 - Revit
 - IES
 - NBS



As part of your ongoing training you will be asked to attend one of the local colleges on a day release basis. On completion of the courses there will also be the opportunity to attend university to obtain degree qualifications.

Primary Responsibilities

- To learn the basic elements of tasks within the office and of electrical building services design
- To assist with M&E Engineering
- To assist in the preparation of M&E Services drawings
- Be actively involved in the day to day operations of the design office.

Performance Expectations:

The objectives of the position will be to achieve the following work profile

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|--------------------------------|-------------|
| • Specific Training | 60% of time |
| • Scheme Design project work | 15% of time |
| • Detailed Design project work | 15% of time |
| • General Office Duties | 10% of time |

Requirements:

- Essential subjects:
 - Maths
 - English
 - Physics
- Recommended other subjects:
 - Graphic Communication
 - Design & Technology
 - Business
- Enthusiasm for learning and about engineering in general
- Good communication skills
- Hold a valid UK Driving Licence (preferred)