

Mechanical Engineering -Senior Executive

Job ID
REQ-10015387
Jul 19, 2024
India

Summary

To manage the Projects MEP Packages delivery including design. Responsible for handling multiple projects in Mechanical/ HVAC/ Clean room/ Clean & Black Utilities /Facility Qualifications/ Firefighting services considering end to end management. Will be responsible for organizing, budgeting, scheduling, executing & monitoring the performance of project as per required timelines.

About the Role

Mechanical Engineering - Senior Executive

Location - Hyderabad

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Key Responsibilities:

- Participate in finalizing Basic and Detailed Engineering concepts (Mechanical/ HVAC/ Modular Panel/ Utility/ Firefighting & other disciplines, as applicable).
- Review/Approve MEP services drawings & documents supplied by the consulting firm.
- Ensure Installation/ Execution of MEP package services inline to GMP, GEP, ISPE & other applicable standards as applicable.
- Perform in - depth review of the project to schedule deliverables and estimate costs.
- Oversee all onsite and offsite MEP services to monitor compliance with building and safety regulations. Perform due diligence for identifying latest Installation trends, material, quality, reliability, cost etc.
- Prepare drawing and documents required for statutory approvals, as applicable
- Conduct, minute weekly project coordination meetings with all the consultants, contractors. Mediate any conflicts that are arise with various contractors and consultants
- Participate in resolving any technical hurdles during project executions with the help of consultants
- Ensure that Installation activities move according to predetermined schedule.
- Communicate effectively with the contractors responsible for completing various phases of the project.
- Co-ordinate the efforts of all parties involved in the project, which include the consultants, contractors, sub-contractors and labourers'.
- Monitor the progress of the construction activities on a regular basis and hold regular status meetings

with all the sub-teams.

- Maintain strict adherence to the budgetary guidelines, quality and safety standards.
- Following & documenting the Project Change control management as per the agreed procedures
- Ensure project documents are complete.

Essential Requirements:

- Degree in Mechanical Engineering with 8 - 10 years of experience in Pharmaceutical/ Chemical/ FMCG Industry.
- Deep understanding of Project MEP services like Mechanical/Piping/HVAC/Clean room / Black & Clean Utility services within pharmaceutical Formulation facility.
- Good Knowledge of Project management like - Project planning, Cost Management, Time Management, Construction management, Quality Management, Contract Administration, Safety Management & required Statutory approvals management.

Desirable Requirements:

- Bachelor's degree in mechanical engineering.
- Good English both spoken and written.

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Novartis is committed to building an outstanding, inclusive work environment and diverse teams' representative of the patients and communities we serve.

Division

Operations

Business Unit

Innovative Medicines

Location

India

Site

Hyderabad (Office)

Company / Legal Entity

IN10 (FCRS = IN010) Novartis Healthcare Private Limited

Functional Area

Technical Operations

Job Type

Full time

Employment Type

Regular

Shift Work

No

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