

RECRUITING FORM/JOB DESCRIPTION

Job Title:	Project Engineering Intern
Department:	Operations - Globeleq South Africa Management Services (GSAMS)
Reports To:	Engineering Manager
Location:	Cape Town with frequent travel to GSAMS' three renewable energy power plant sites in the Northern and Eastern Cape
Role type	Full-time; Fixed-term Contract (1 year) from January to December 2018

Organisational Context & Main Purpose of Role

Globeleq is an experienced international power plant owner and operator. In South Africa, Globeleq owns and operates three renewable energy (RE) power plants: a 138 MW wind farm in Jeffreys Bay and two 50MW solar photovoltaic plants in Kimberley and De Aar. These projects emanate from government's REI4P programme and are among the first and largest RE plants to be constructed in the country.

Globeleq is one of the largest independent power producer (IPP) in sub-Saharan Africa. We are considered to be a leader in condition-based monitoring in RE in South Africa.

The Project Engineering Intern will assist in the management and execution of engineering and project-related tasks within the Operations Department. Together with the Engineering Department, the Project Engineering Intern will focus on the development, implementation and maintenance of sound engineering practices through Globeleq's existing assets, assets under development and assets under construction, with the intention of optimising life-cycle performance. The role may require frequent travel for onsite activities.

As this is an internship position, applicants should have less than 1 year's working experience.

Key Responsibilities

1. Manage small capital expenditure projects, this includes:
 - 1.1. Managing contractor and consultant activities
 - 1.2. Defining and documenting contractor scopes of work
 - 1.3. Drafting and negotiating project contracts
 - 1.4. Delivering projects on time, within budget and to agreed contractor quality.
 - 1.5. Following project engineering best practices
2. Assist with condition based maintenance activities
3. Participate in the ISO 55 000 related activities.
4. Perform other work-related activities as requested by the Engineering Manager.

Skills / Competencies

1. Display a sense of leadership skills
2. Able to establish and maintain professional working relationships with internal and external parties.
3. Good communication skills including clear, concise e-mails; report writing and presentation skills
4. Able to assimilate complex technical systems
5. Able to perform well under high-pressure situations
6. Must be a self-starter and be able to work independently
7. Good team player; able to balance team and individual responsibilities.
8. Able to handle multiple projects, prioritise work and work effectively under limited supervision.
9. Very good organising skills and attention to detail
10. Able to read and understand schematics
11. Very good MS Word and MS Excel skills; exposure to MS project (or similar) and MS PowerPoint would be an advantage

Experience & Qualifications	
1. Graduate B.Sc Eng/B.Eng in Electrical / Electro-Mechanical / Electronic Engineering	
2. Some exposure in wind and photovoltaic plants would be an advantage	
3. Valid light vehicle driver's license.	

Application process	CV and cover letter, together with certificates, driver's license and current salary details, to be emailed to jobs@globeleq.co.za by Tuesday 5th December.
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