

Operational Head | Job Description

About the role

Study and analyze the client's requirements, design, drawings, specifications, and necessary tender documents for the assigned Project/Tender. Prepare the design-based report and BOQ for tendering. Coordinate with other MEP sections (HVAC, Electrical, Plumbing) and provide necessary guidance to the draftsmen and quantity surveyors working under the Project and Tender department. Review site progress and quality of work, approve the technical data sheets, and shop drawings, and check the final as-built drawings with complete system testing and handover documents to clients.

Additionally, lead the team of engineers for ongoing projects, checking the progress of installation, commissioning, and troubleshooting. Interact with MEP consultants for various design scheme approvals for BMS and other ELV systems, reporting to the Project Director.

Project Management

Consulting, pre-sales, design, installation, and commissioning of the total ELV system for the data center fit-out project. Lead the team of engineers, coordinating with the client and architect. Handle tendering and costing for new projects. Prepare the system design with BMS IO point schedule, and design and build jobs with technical specifications.

Hands-on experience with IBMS and ELV systems, including installation and commissioning of FAS systems, BMS systems, NOVEC, VESDA, and data center systems.

Key Responsibilities

Requirement Analysis & Planning

- Study and analyze client requirements, designs, drawings, specifications, and tender documents.
- Prepare design-based reports, BOQs, and necessary tendering documentation.
- Coordinate with MEP sections such as HVAC, Electrical, and Plumbing to ensure comprehensive project coverage.

Project Execution & Quality Assurance

- Review site progress and ensure quality adherence.
- Approve technical data sheets and shop drawings while supervising the final as-built drawings.
- Oversee complete system testing and handover processes, including all related documentation.

Team Leadership & Coordination

- Lead a team for overall project deployment, providing guidance for ongoing project installations, commissioning, and troubleshooting.
- Engage with MEP consultants for design approvals related to BMS and ELV systems.
- Report project updates to the Project Director.



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Project Management

- Handle consulting, pre-sales, design, installation, and commissioning of ELV systems for Data Centers and Fit-Out Projects.
- Manage tendering, costing, and project technical specifications.
- Collaborate with clients and architects to ensure seamless project delivery.

Technical Expertise

- Hands-on experience with IBMS, ELV systems, FAS systems, BMS systems, NOVEC, VESDA, and Data Center systems.
- Prepare system designs, BMS IO point schedules, and technical specifications for design-build projects.

Qualifications & Experience

- **Educational Background**: Degree in Engineering (Electrical/Electronics/Mechanical or equivalent).
- **Experience**: Minimum of 13+ years in Project Management with a focus on ELV and IBMS systems.
- Strong expertise in executing multiple ELV large projects, Fit-Out Projects, and integrated systems like BMS, FAS, and ELV.
- Proven ability to manage large-scale projects, lead cross-functional teams, and liaise with consultants and clients.

Key Skills

- Project management and leadership.
- Strong technical knowledge of ELV, IBMS, and BMS systems.
- Proficiency in reviewing designs, BOQs, and technical documents.
- Effective communication and stakeholder management skills.
- Ability to manage multiple projects and meet deadlines under pressure.