

## Job Description

<p><b>Job Title:</b> Design &amp; Specification Engineer (graduate entry)</p> <p><b>Reporting to:</b> Operations Manager</p>	<p><b>Education /Qualification Requirements:</b></p> <ol style="list-style-type: none"> <li>1. Proficient user of Microsoft Office in particular MS Excel to an advanced level</li> <li>2. Degree of 2.1 or above in Mechanical Engineering, Maths or similar engineering discipline</li> </ol>
<p><b>Main purpose of job:</b></p> <ol style="list-style-type: none"> <li>1. To provide full systems specification design and costing for heat pump, underfloor heating, plumbing systems for technical and costing approval by relevant sales manager across retro-fit and boiler replacement activity created by Npower partnership and direct enquiries created from RHI requirements</li> <li>2. To provide full troubleshooting and fault resolution service to all Npower partnership customers and to direct customers</li> <li>3. To maintain technical document library (product &amp; industry libraries) to ensure MCS compliance, meet manufacturer standards and company procedures and in line with Npower partnership agreement</li> </ol>	
<p><b>Key responsibilities</b></p>	
Design and create heat pump, underfloor and plumbing designs using MCS compliant calculations tools and standards for the retrofit and boiler replacement sector	
Produce relevant internal costing sheet for individual system designs for sign off by relevant salesperson	
Produce draft proposal document including pricing and system costing, system performance estimate, distribution design, ground loop design (if appropriate), data sheets, company brochure and case studies in line with MCS and company standards for final authorisation by relevant sales manager	
Ensure kit lists are accurate at all times by liaising with and taking guidance from Operations Director	
Maintain technical document library (product & industry libraries) for dissemination and communication to Operations Director on a regular basis	
Ensure specification and engineering support is given to the operational installation engineers providing troubleshooting engineering resolution at installation and aftercare stages in line with Npower customer service agreement and the company standards and procedures	
Any ad hoc duties as required by the management team	
<p><b>Updated by: Ali Hodges (Iceworks.UK)</b></p>	<p><b>Date: 23<sup>rd</sup> April 2014</b></p>
<p><b>Approved by: Graham Stevens – Operations Manager</b></p>	<p><b>Date: 23<sup>rd</sup> April 2014</b></p>