

## ENGINEERING MANAGER

### Summary Statement

**These are the competency Elements. These elements must be addressed in the Summary Statement (see Section C). If you are applying for assessment as an Engineering Manager, you will need to download this page, complete it, and lodge it with your application.**

Competency Element	A brief summary of how you have applied the element	Paragraph in the career episode(s) where the element is addressed
EM1.1 Contributes to engineering business strategies	I contributed to the implementation of strategic business goals.	CE 1.8 CE 1.9 CE 2.4 CE 2.7 CE 3.4
	I developed an overall cost estimate for the project.	CE 1.11 CE 2.10 CE 3.10
	I carried out Risk Assessment.	CE 1.17 CE 2.12 CE 2.17 CE 3.11
EM1.2 Develops client relationships	I analyzed and determined the requirements of the internal and external clients.	CE 1.7 CE 2.7 CE 3.8
	I used to submit weekly progress reports to PEO and other stakeholders, so they can keep track of Project Cost and Schedule.	CE 1.20 CE 2.19 CE 2.21 CE 3.13
	I had video conferences with project client on monthly basis to seek client feedback on the project delivery	CE 2.19 CE 3.15 CE 3.15
EM1.3 Manages the implementation of engineering plans within the business	I had asked each of my discipline lead engineers to study the market and provide costing data	CE 1.11 CE 3.10
	I reviewed the Scope of Work and ensured compliance to applicable standards.	CE 1.13 CE 3.8
	I kept record of the Estimated Cost during budgeting phase and the actual cost incurred after placement of Purchase Order	CE 1.21 CE 10.1

	I solved the issues of foundation clash and the issue of deluge skid placement in MAPD Project	CE 1.19 CE 1.25
	I addressed the challenges faced during AGM7 project	CE 2.20
	I resolved the problems faced when HCIS commented on our submittal.	CE 3.15
	I placed in mitigation and contingencies in the Risk Matrix	CE 1.17 CE 2.17
EM1.4 Manages resources	I had selected the staff for the project	CE 1.9 CE 2.8 CE 3.8
	I had assigned tasks to the staff	CE 1.9 CE 2.8 CE 3.8
	I kept track of the project costing and managed costs	CE 1.21 CE 2.10 CE 2.21 CE 3.10
EM1.5 Manages people	I aided my team in learning from projects lessons learned	CE 1.31 CE 2.27 CE 3.16
	I encouraged my team to comply with Safety requirements	CE 1.18 CE 2.18 CE 3.14
	I monitored team performance and ensured issues are addressed in a timely manner	CE 1.29 CE 2.8
EM1.6 Manages suppliers	I participated in vendor selection	CE 1.13 CE 2.13 CE 3.12, CE 3.18
	I reviewed Scope of Work and prepared RFP Packages	CE 1.13 CE 1.15 CE 3.12
	I kept a record of supplier delivery schedules for equipment, and followed up with them for expediting deliveries to project site.	CE 1.13 CE 2.16
EM1.7 Manages business information	I had prepared and presented budget	CE 1.11 CE 2.10 CE 3.10
	I conducted weekly meetings with the team and kept a log of all OPEN action items. This ensured that there was nothing pending, which would delay the project. I used MS-Office,	CE 1.16 CE 2.8 CE 2.19

	Primavera to prepare the project documentation	
	I monitored project progress using S-Curves and Planned vs Actual variance analysis	CE 3.13
EM1.8 Monitors engineering business performance	I performed a risk assessment process to know about the probable risk associated with the works being carried out at the project and the possible solution to minimize them.	CE 1.17 CE 2.12 CE 2.17 CE 3.11
	I monitored project progress, both schedule wise and cost wise and updated stakeholders periodically	CE 1.20 CE 1.21 CE 2.19 CE 3.13
	I developed a lesson learned document and shared with my team of engineers to improve their knowledge and skills.	CE 1.31 CE 2.27 CE 3.16