

# JOB DESCRIPTION

**POSITION:** Project Engineer  
**DIVISION:** Operations  
**REPORTS TO:** Operations Manager

## ROLE SUMMARY

An exciting opportunity has arisen for a Project Engineer to join a fast growing technology company. AVMI is the UK's leading provider of Audio Visual and Video Conferencing solutions and is expanding rapidly overseas as well as developing a number of market leading innovations.

The Project Engineer will work within the Technical team and will be responsible for providing technical design and support for the duration of a project. Working with the Project Manager to produce system schematics that meet requirements set out in the scope of works.

## ROLE AND RESPONSIBILITIES

- Ensure that the equipment specified is correct for the installation.
- Produce system schematics including audio, video, control, power.
- Produce rack layouts.
- Design metalwork work such as input plates and wall boxes.
- Work closely with the project managers and clients to ensure that all requirements specified are accounted for.
- Communicate any site requirements such as IT and FM dependencies.
- Co-ordinate the production of M&E drawings with the CAD team.
- Communicate required system functionality to the control system programmer.
- Liaise with 3rd party trades/subcontractors to ensure smooth integration.
- Test system racks to ensure they meet the requirements identifying and rectify faults prior to shipping.
- Commission equipment to the highest standard on site, including programming of audio DSP's, setup of digital video systems and setup of video conferencing systems.
- Provide technical support for the duration of the project.

## SKILLS REQUIRED

- Excellent technical knowledge of AV & VC equipment from all major brands.
- An up-to-date understanding of the AV marketplace including products and trends.
- Excellent verbal and written communication skills.
- Excellent problem solving and troubleshooting skills.
- Excellent organisational skills and the ability to work on multiple projects.
- Good understanding of IT and networks.
- Good understanding of Microsoft Office including Excel and Word.
- CAD / Visio experience for the production of detailed schematic to company standards.
- Manual handling tasks will be required when necessary for moving equipment.

## WHY WORK FOR AVMI

- Be part of a fast-growing company working with some of the world's biggest brands.
- Ambitions to become a global player (recent office openings in New York and Hong Kong).
- An evolving business that provides great opportunity for development and progression.
- Great team environment.