

# 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 audio visual company. AVMI is a 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.

## ABOUT AVMI

AVMI provides services to leading organisations in financial services, legal, professional services, retail, defence, government, health and education sectors.

AVMI has focussed its business strategy on providing 'trusted advisor' life-cycle services to clients with a significant portion of growth coming from international business.

AVMI has recently secured a place, for the second year running, in the Sunday Times International Track 200. This international growth has been enabled by AVMI's award winning Global Enterprise Framework of services, helping its multi-site clients to drive consistency and efficiency into their audio visual and collaboration facilities and services across all locations.

Having opened operations outside of the UK in Hong Kong, New York and Dublin, AVMI is planning to secure additional international locations in support of its clients' businesses.