

# KSB PUMPS AND VALVES (PTY) LTD

<b>DOCUMENT : JOB DESCRIPTION (SUMMARY)</b>	<b>REFERENCE No: JD-HR-SD-060</b>	<b>REVISION NUMBER</b> <b>1</b>
<b>FUNCTION: HUMAN RESOURCES</b>	<b>ISSUE DATE: OCTOBER 20</b>	

<b>POSITION: PROJECT ENGINEER</b>	<b>BRANCH / DEPT: SALES / GERMISTON</b>
<b>SENIOR MANAGER: REGIONAL SALES MANAGER (SUB-SAHARA AFRICA)</b>	<b>POSITION REPORTING TO: MARKET AREA MANAGER</b>

**Purpose of Role:** *Position reports to the Manager-Project Sales and is responsible for selecting, quoting, troubleshooting and promoting all KSB Pumps and Valves products to domestic and international sales channels. All activities will be focused to expand KSB Pumps and Valves product market share into key growth markets in Africa. Achieve project objectives by compiling projects proposals; conferring with management.*

### Key Accountabilities

- Identify key pump selection criteria by direct interaction with distributor or end user
- Focus on the network covering all market areas; Water, Petrochemical, General Industry, Building Services, Mining and Energy
- Select application appropriate products from entire KSB Pumps and Valves product line
- Prepare product quotations
- Identify major competitor's products and their KSB Pumps and Valves equivalents
- Identify key product applications and product features along with identification of new potential applications
- Identify electrical power requirements and match product characteristics
- Determines project specifications by studying customer requirements (specifications) and performance standards
- Completing technical studies and preparing cost estimates
- Determine project schedule by studying project plan and specifications and calculating time requirements
- Maintains project schedule by monitoring project progress; coordinating activities; resolving problems
- Control proposal by reviewing design, specifications, and plan and schedule changes
- Prepares project status reports by collecting and summarizing information and trends;
- Design pump stations and/ or systems with Bill of Materials and Costing
- Continuous project follow -up and customer engagement
- Maintain safe and clean working environment by applying procedures, rules and regulations
- Maintain project data base entering and backing up data
- Contributes to team effort by accomplishing related results as needed
- Comply with and enforce all KSB policies and procedures
- Assist fellow employees with daily functions as and when required
- Carry out all other reasonable tasks that may be delegated from time to time

### Key Skills Required :

- Technical and/or Commercial Diploma (Minimum NQF 6)
- **Experience:** To be discussed
- Compilation of Tenders, Drafting of BOQ's, Pump Station Design, Requirement Analysis; Technical Understanding, Documentation Skills, Safety Management, CAD, SAP, CRM, Microsoft office (Excel, Word and PowerPoint) , Pump Selection Program; Pump Sales, Business Development.

### Defined Competencies :

- Proficient with Microsoft Office business software
- Ability to read and understand pump performance graphs
- Ability to read and understand engineering drawings and electrical schematics
- Ability to price and prepare formal product quotations
- Familiar with sales distribution channels
- Ability to understand and communicate technical issues
- Must have mechanical aptitude and a good business aptitude with strong customer service skills
- Must have very good technical and non-technical communication skills
- Ability to manage and prioritize variable workload

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	<ul style="list-style-type: none"> <li>Must adhere to all company policies, procedures and business ethics codes</li> </ul>	
<b>Name of Superior</b>	Signature of Superior	Date:
<b>Name of Position Holder</b>	Signature of Position Holder	Date: