

**Technical Officer (Mechanical)**  
**(Ref: PD-M-TO-COW)**

**Responsibilities:**

Reporting to the Chief Mechanical Engineer, the appointee will mainly perform the following duties:

- To prepare technical drawings and presentation materials and assist Engineers in supervising construction and erection works including progress monitoring, and quality and safety controls
- To conduct inspection for goods received, quality control, and testing and commissioning at local manufacturers' fabrication workshops and construction sites
- To provide administrative support and compile site reports on progress, safety, inspection, etc.
- To coordinate with colleagues and contractors to address and resolve site interfacing issues

**Requirements:**

- Higher Diploma/ Certificate in Building Services/ Mechanical Engineering or related disciplines
- A minimum of 5 years' relevant working experience including 2 years' solid experience in drafting work for power plant or building services projects
- Knowledge of relevant local regulations, procedures, standards and codes of practice for document submissions to government authorities
- Proficiency in AutoCAD, knowledge of PC operation, MS Office & Chinese word processing
- Knowledge of MicroStation, Photoshop and Building Information Modelling (BIM) an advantage
- Good command of English and Chinese languages, both spoken and written
- Holder of a valid driving licence (Class 1 & 2) an advantage

**Working Location :** Admiralty

**Application:**

If you are interested in this position, please send your resume and the [Application Form](#) (in PDF format) to the Human Resources Division, The Hongkong Electric Co., Ltd. at [recruit@hkelectric.com](mailto:recruit@hkelectric.com). Please also visit our website to know more about our Company <http://www.hkelectric.com>.

***Important: To facilitate our easy tracking, please use a unique file name for all attachments and your email subject box in this format: PD-M-TO-COW-Last Name First Name Other Names (if applicable)***

Applicants not invited for interview within two months from the application date may consider their applications unsuccessful. All unsuccessful applications will be kept for six months after the application date.

We are an equal opportunity employer. Personal data provided by job applicants will be treated in strictest confidence and used only for recruitment-related purposes in accordance with the laws and ordinance of the HKSAR.