



JIEYANG MBT PROJECT 揭阳 MBT 项目

JOB DESCRIPTION OF DEPUTY SITE MANAGER *现场副经理工作描述*

Date : 16 January 2018

Job Description of Deputy Site Manager

现场副经理工作描述

Company Introduction 公司简介:

WTT was founded in 1996 and is highly experienced in the design, engineering, construction and maintenance of mechanical and biological waste treatment facilities all over the world. With offices in the Netherlands, Germany, Spain and Canada we are able to provide our customers with a comprehensive range of services using advanced technologies and equipment. Many of our clients are the leaders in waste management throughout the world.

WTT 公司成立于 1996 年, 专注于机械和生物垃圾处理技术设备的设计、工程、建造和维护, 在全球范围内拥有丰富的成功经验。WTT 在荷兰、德国、西班牙和加拿大设有办公室, 采用高端技术和设备为我们的全球客户提供全面的优质服务, 其中大部分客户皆是垃圾管理行业的全球领先企业。

Project Introduction 项目简介:

In 2019, the Jieyang Green Fuel Comprehensive Waste Treatment and Resource Utilization Plant will be erected on behalf of ALBA Rising Green Fuel Ltd. The concept for this Green Fuel Project combines biological drying (WTT-scope), Mechanical Treatment (WTT-scope), water treatment and incineration/powerplant (3rd parties). WTT will design, deliver and construct the installation for Mechanical and Biological treatment (MBT). The MBT of the waste will serve the following purpose:

- a) collect, size reduce, dry and convey waste
- b) collect, size reduce, dry and separate/collect waste for recycling purposes

揭阳市绿源垃圾综合处理与资源利用厂将于 2019 年竣工投产, 交付欧晟(揭阳)绿色能源有限公司。该绿源项目由生物干化(WTT 负责)、机械处理(WTT 负责)、水处理和焚烧/能源工厂(第三方负责)组成。WTT 负责生物干化和机械处理(MBT)部分的工艺设计、技术设备交付和现场设备安装。经过 MBT 工艺处理的垃圾具备以下特点:

- a) 收集、减量、干燥和传送垃圾
- b) 收集、减量、干燥和分选/回收可循环处理垃圾

Tasks and Responsibilities 主要工作和责任:

You will be hired as the Deputy Site Manager of WTT China, working closely with the Site Manager and Chief Representative of WTT China. Clear responsibilities and goals are identified described more in detail below:

您将担任 WTT 中国公司的现场副经理一职, 与现场经理和中国首席业务代表紧密合作。具体工作责任和目标详见下列描述:

A: *Assisting site management (March-September 2018)* 协助现场管理 (2018 年 3 月-9 月)

Overall you are responsible for assisting Site Manager to achieve successful construction on site within time and budget. As a minimum, you should show the following measurable facts:

- Full time presence on site;
- Assist and join the Site Manager during all on-site meetings and ensure that all participants have a proper understanding of each other;
- Assist the Site Manager in preparing weekly reports regarding progress, any accidents or nearly accidents, deliveries on site, workers/subcontractors on site, budget development, time schedule development etc.;
- Assist the Site Manager in managing on-site installation works in accordance with civil schedule;
- Arrange and coordinate meetings/discussions with WTT's subcontractors and on-site stakeholders;
- Ensure proper translations between Chinese and English-speaking people/workers on site.

总体来说，你的主要工作是协助现场经理在规定的的时间和预算内成功交付项目，具体包括以下内容：

- 常驻现场；
- 现场会议全程参与，会议期间积极协助现场经理，确保所有参会者都能清楚理解各方需求，避免任何沟通障碍；
- 协助现场经理准备每周报告文件，包括施工进度、安全事故、现场设备交付、现场工人/分包商状况、预算制定、时间规划制定等；
- 根据施工进度协助现场经理管理现场安装工作；
- 组织和协调 WTT 分包商和现场其他单位的会议和讨论；
- 确保现场工作人员的中英文准确翻译；

B: Commissioning support (October 2018-February 2019) 现场调试支持（2018 年 10 月-2019 年 2 月）

You shall assist the Site Manager to ensure a smooth handover of the contacts (with other site-managers) and the plant to the commissioning team of WTT; facilitate the start-up of the commissioning activities and the commissioning activities itself; ensure that during the cold commissioning period of one month the major punchlist-items are resolved. The major punch-items are identified by the client (AR) together with WTT; Within 2 months after commencement of the cold-commissioning, all punchlist-items should be resolved.

你将协助现场经理确保 WTT 调试团队与其他项目的现场经理沟通配合顺畅；协调开展调试工作的启动和运行；确保 1 个月冷调试阶段内的主要整改问题得到解决。主要整改项目由客户方（欧晟）和 WTT 共同确立。冷调试开始后 2 个月内，所有整改问题务必全部得到解决。

Job Requirement 任职要求:

- Have hands-on experience with site-construction works 具备实际现场工作经验
- Technical background, ideally mechanical or electrical engineering 拥有技术知识背景，最好是机械或电气工程背景
- Preferable age 25-35 理想年龄是 25-35 岁
- Living or willing to live in Jieyang or nearby 项目期间常驻揭阳或附近地区
- Mandarin AND English speaking 普通话和英语流利

- Eager to cooperate with our project manager and site manager 积极配合项目经理和现场经理

Salary & Benefits 薪酬福利:

To be discussed during interview. 面谈。

More information about WTT, please refer to <http://www.wtt.nl/>

更多 WTT 公司信息, 请访问 <http://www.wtt.nl/>

Please send your resume to jimmy.liang@wtt.nl if you feel interested in working with us!

如果您有兴趣加入 WTT 工作, 请将您的简历发送至 jimmy.liang@wtt.nl