

CAREER OPPORTUNITY – PLANNING & COSTING ENGINEER

(Infrastructure Engineering Consultancy – Highways | Bridges | Metro Rail | Railways | Buildings | Irrigation | Urban Infrastructure | PMC | DPR)

 **Location:** Sector 53, Gurugram (Head Office)

 **Joining Period:** 15–30 Days (*Immediate Joiners Preferred*)

We are looking for a **dynamic, analytical and result-oriented Planning & Costing Engineer** to join our Infrastructure Consultancy Team at our Gurugram Headquarters and support planning, project monitoring, costing and engineering documentation for multidisciplinary infrastructure assignments.

 **Qualification:** B.E./B.Tech or Diploma in Civil Engineering (Mandatory). Excellent written and verbal communication skills in English and proficiency in computer applications are essential.

 **Experience:** 5 years' experience in Infrastructure Consultancy, Government Projects or Construction Management with exposure to **Detailed Project Reports (DPR), Inception Reports, Planning & Scheduling, Monthly Progress Reports (MPR), Client Billing, RA Bills, BOQ Preparation, Cost Estimation, Method Statements, Engineering Documentation and Project Monitoring.** Experience in **Highways, Bridges, Metro Rail, Railways, Buildings, Irrigation, PMC or Authority Engineer assignments** will be preferred.

 **Technical & Professional Expertise:** Hands-on experience in MS Office (Advanced Excel, Word & PowerPoint), MS Project, Primavera P6 (Preferred), AutoCAD, Civil 3D, Plex Earth, Google Earth, IITPAVE, Power BI (Preferred) and working knowledge of IRC, MoRTH, IS Standards, Contract Conditions, BOQ Preparation, Rate Analysis, Cost Estimation, Project Scheduling, S-Curve Analysis, Delay Analysis, Resource Planning, Cash Flow Forecasting, Earned Value Management (EVM), Engineering Documentation and MIS Reporting.

 **Desired Competencies:** Strong analytical ability, planning and organizational skills, engineering documentation, report writing, communication, coordination, problem-solving, attention to detail, multitasking, time management and the ability to work effectively with multidisciplinary project teams under strict timelines.

 **Key Responsibilities:** Prepare DPRs, Inception Reports, MPRs, Method Statements, BOQs, Cost Estimates, Rate Analysis, Client Billing and RA Bill Verification; develop and update **Project Schedules, Baseline Programmes, Look-Ahead Plans, S-Curves and Progress Dashboards;** monitor project progress, productivity and milestones; conduct delay and variance analysis with mitigation measures; prepare contractual and engineering correspondence; coordinate with Project Managers, Site Engineers and Design Teams for collection and verification of project data; participate in progress review meetings; maintain project MIS, planning documentation and reporting systems while ensuring compliance with **IRC, MoRTH, Contract Conditions and Company Quality Management Systems.**

 **Salary:** Competitive and negotiable, commensurate with qualifications, experience and technical competency.

 Interested candidates may share their CV at: hr@npec.co.in