

Role Description	Consultant	
Purpose	Applies proven techniques and procedures to the solution of practical engineering problems.	
Reports to: Line Manager	Signing Authority: see UK DoA	
	Prime Performance measures: <ul style="list-style-type: none"> • Technical Governance • Risk Management • PMF 	KPIs: <ul style="list-style-type: none"> • Risk fund / Actual / Risk register % • Gate exit form compliance from TA
Key Deliverables	<ul style="list-style-type: none"> • Achieves specific objectives defined by others • Will work with the wider team to develop objectives using their own experience and will interact with others to resolve issues • Will complete certain aspects in their arena of responsibility in the bids that are submitted • Understands the risk profile within a contract and could generate new business opportunities from that understanding as required • Will know what part they play in the overall game plan generally in a supportive capacity • Helps develop themselves to great technical skill • Ensure all prospects, proposals and tenders are submitted in accordance with the Sweco Win Business Process 	
Base competence & relevant experience	Knowledge	<ul style="list-style-type: none"> • Professional membership/qualifications - Will be working towards a chartered professional or already have gained entry qualification – likely to be in Engineering • External clients – good client understanding of the projects on which they work and the broader Division they work within • Commercial acumen – Capacity to influence strategic decision-making within the business and ability to make commercial decisions within defined parameters (delivers to agreed project scope, time, cost & quality)
	Skills	<ul style="list-style-type: none"> • Consultancy, Communication & Interpersonal skills – excellent consultancy, communication & relationship management skills with experience of conducting workshops and making presentations • Ability to influence – ability to engage with key stakeholders to gain commitment and to influence the acceptance of new ideas and concepts in respect of change plans • Good analytical and process ability
	Experience	<ul style="list-style-type: none"> • Professional expertise – A proven track record of working across a Multidiscipline environment within the UK business areas • Multi-site locations- experience of delivering across a multi-site organisation
Core Behaviours	The following Sweco core behaviours set out the required behaviours for all employees to fulfil the responsibilities of the role and to lead to success for Sweco	
Attentive and Committed	<ul style="list-style-type: none"> • Focuses on customer needs and satisfaction • Sets high standards for quality and quantity • Monitors and maintains quality and productivity • Works in a systematic, methodical and orderly way • Consistently achieves project goals 	

Working with People	<ul style="list-style-type: none"> • Demonstrates an interest in and understanding of others • Adapts to the team and builds team spirit • Recognises and rewards the contribution of others • Listens, consults others and communicates proactively • Supports and cares for others • Develops and openly communicates self-insight, such as an awareness of own strengths and weaknesses
Proactive	<ul style="list-style-type: none"> • Makes prompt, clear decisions which may involve tough choices or considered risks • Takes responsibility for actions, projects and people • Takes initiative, acts with confidence and works under own direction • Initiates and generates activity
Adapting & Responding to change	<ul style="list-style-type: none"> • Adapts to changing circumstances • Accepts new ideas and change initiatives • Adapts interpersonal style to suit different people or situations • Shows respect and sensitivity towards cultural and religious differences • Deals with ambiguity, making positive use of the opportunities it presents
Accessible and Collaborative	<ul style="list-style-type: none"> • Establishes good relationships with customers and staff • Builds wide and effective networks of contacts inside and outside the organization • Relates well to people at all levels • Manages conflict
Applying Expertise & Technology	<ul style="list-style-type: none"> • Develops job knowledge and expertise through continual professional development • Shares expertise and knowledge with others • Uses technology to achieve work objectives • Demonstrates appropriate physical coordination and endurance, manual skill, spatial awareness and dexterity
Creating & Innovating	<ul style="list-style-type: none"> • Produces new ideas, approaches or insights • Creates innovative products or designs • Produces a range of solutions to problems • Seeks opportunities for organizational improvement • Devises effective change initiatives