



DIRECTORATE OF INDUSTRIAL LIAISON

NED University of Engineering & Technology

University Road, Karachi-75270 Pakistan

Tel: (+92-21) 99261261-8, Ext: 2274, 2218, Email: dil@neduet.edu.pk



'SAY NO TO CORRUPTION'

12-08-2025



Position: ***Assistant Director of Engineering***

Gender: ***Male/Female***

Experience: ***3 to 5 Years***

CORE WORK ACTIVITIES

Supporting management of Department Operations and Engineering Budgets

- Assists in effectively planning, scheduling, and evaluating preventative maintenance programs.
- Helps establish priorities for total property maintenance needs.
- Supervises the day-to-day operations of Engineering.
- Assists in managing the physical plant including equipment, refrigeration, HVAC, plumbing, water treatment, electrical and life safety systems.
- Maintains and operates equipment at optimum effectiveness, efficiency, and safety.
- Supervises distribution of repair work orders.
- Assists in maintaining grounds, meeting rooms, ballrooms, public space, restaurants, property vehicles and recreational facilities as needed.
- Acts as technical liaisons for all departments in property.
- Supervises Engineering in the absence of the Director of Engineering.
- Recommends or arranges for additional services such as painting, repair work, renovations, and the replacement of furnishings and equipment.
- Selects and makes purchases of new equipment, supplies, and furnishings.
- Inspects and evaluates the physical condition of facilities in order to determine the type of work required.
- Manages parts, supplies and equipment inventories effectively by minimizing downtime and maximizing cash flow.
- Performs inspections effectively.
- Assists in evaluating and implementing new technologies, equipment and supplies.
- Assists in establishing and implementing an energy conservation program.

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Maintaining Engineering Standards

- Helps ensure necessary permits and licenses for building and physical plant are obtained and kept current.
- Helps ensure regulatory compliance to facility regulations and safety standards.
- Ensures compliance with all Engineering departmental policies, standards and procedures.
- Ensures all employees have the proper supplies, equipment and uniforms.

Ensuring Exceptional Customer Service

- Displays leadership in guest hospitality by exemplifying excellent customer service and creating a positive atmosphere for guest relations.
- Interacts with guests to obtain feedback on product quality and service levels.
- Empowers employees to provide excellent customer service.

Conducting Human Resources Activities

- Supervises staffing levels to ensure that guest service, operational needs and financial objectives are met.
- Helps train employees in safety procedures.
- Assists in training other department employees in fire protection, safety and evacuation procedures.
- Provides feedback to employees based on observation of service behaviours.
- Assists in performing operational activities as necessary.

How to Apply:

Interested candidates can send their CVs directly to Kashif.ALI@movenpick.com with the subject line: "**Assistant Director of Engineering**"



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