

The [King's Flair Development Limited](#) would like to recruit **2 Junior Engineers (Mechanical)** from PolyU.

### Key Responsibility

- To support the Project Engineer with project management activities including but not limited to administering the project lifecycle, workflow, approval procedures and documentations in a compliant manner and within agreed timelines
- To work closely and under the supervision of the Project Engineer to determine and verify engineering requirements and applications by conducting inspections, testing and managing gaps to improve quality and standard
- Prepare and administer the project documentation process, such as the tooling agreement, confirmation, drawing, samples, correction/testing reports etc; with diligent adherence to operational and testing procedural
- Support and manage the technical drawings, BOM (bill of materials), QAP, and other related engineering documentation as task by the Project Engineer within the required standard and timeline
- Providing daily status updates in the project tracker and related documents
- Tracking all changes and modifications made in 3D and tooling design; ensuring data are regularly updated on the server
- Extremely proficient in 3D CAD and 2D drawing (Solidworks preferred)
- Assist the Project Engineer in maintaining project team deliverables by communicating with internal parties such as Marketing, QC, and respective Engineers in the areas of but not limited to coordinating action items, obtaining internal department inputs, reviewing issues and escalation of project completion etc
- Ensuring all follow-ups, responses, escalations and/or project tasks are delivered or escalated within a 48 hours timeframe

### Qualifications

- Degree in Mechanical Engineering
- Good interpersonal and communication skills with fluency in English, Mandarin and/or Cantonese; Written English and Chinese is a must
- Proficient in 3D CAD and 2D drawing (Solidworks preferred)
- Amicable prioritisation and organisational skills, analytical, and collaborative
- Passion in engineering with strong intent to develop and enhance one's own engineering capacity through the varying project challenges
- Must be willing to be based in China (Guangdong)
- Immediate available is highly preferred

### Application channel

Interested party please send resume to the company HR Department via [hradmin@kingsflair.com.hk](mailto:hradmin@kingsflair.com.hk).