



# Starting your Planning Career Path Guide



## Starting Planning career path guide

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In this guide Planning Engineer Est. owner of [www.planningengineer.net](http://www.planningengineer.net) online training platform for planning and construction management will explain and answer a lot of questions such as:

- 1- How can I start my planning career path ?
- 2- How can fresh graduated engineers enter the planning career path?
- 3- Planning Engineer required qualifications?
- 4- What are Planning Engineer Responsibilities?





Hello!

“ I am .....

I am a fresh graduate engineer want  
to work as a planning engineer

How can I take my first step?? ”

Keep in your mind  
Planning **Not** Primavera or any  
Scheduling software.

# Professional Planning Engineer Skills

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## Professional Planning Engineer



Planning Engineer Est. believes that planning engineer should have the following skills to be professional planning engineer:

### Main Skills :

- 1- Construction and work flow skills
- 2- Planning Technical Skills
- 3- Computer and search skills

### Additional Skills :

- 1- Interpersonal and soft skills
- 2- Self learning skills

In the next slides we will focus on every skill and how you can get or enhance this skill.

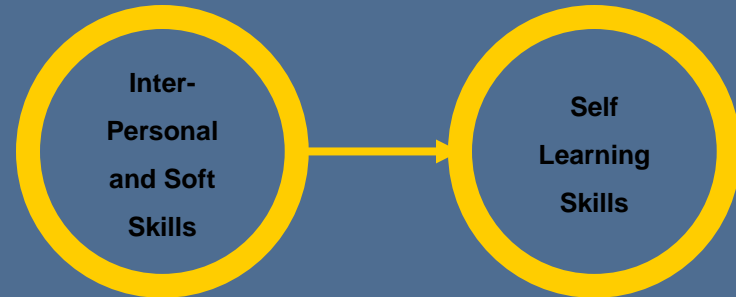
# Planning Engineer Skills

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## Main Skills



## Additional Skills



## 1. Construction and work flow skills

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We believe that it is very important for the planning engineers to start his career path as site engineer or technical engineer to get these skills. However starting your position as a planning engineer need a lot of effort to get these skills and also depend on your role and your senior planner skills and how he will fill this gap by transferring his/her knowledge to you.



## 1. Construction and work flow skills

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As planning Engineer you have to know about the following from the construction or from the work flow :

- 1- Sequence of construction Execution work.
- 2- Productivity rates for the execution  
“Materials ,Labors” productivity.
- 3- Resources for each activity.
- 4- Disciplines coordination specially about MEP work ,when to start and the overlap with the architecture and civil works .
- 5- Divisions of work and how to read B.O.Q.
- 6- Scope of work for every work packages.

# 1. Construction and work flow skills

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- 7- Construction method statements.
- 8- Work Flow of Engineering Activities
  - Submittals Procedures
  - Approval Procedures
  - Time Frames for Submitting and Approvals
- 9- Project documents.

## 2. Planning Technical Skills

1 of 6



Planning Engineers should have the following technical skills in order to start his/her career as a planning engineer :

**1- Project Management and Planning Knowledge.**

**2- Scheduling Software Skills**

## 2. Planning Technical Skills

2 of 6



### 1- Project Management and Planning Knowledge.

Planning Engineers should have strong knowledge about the project management for construction project such as and not limited to the following :

**1- Project life cycle**

**2- Project stakeholder**

**3- WBS – EPS**

## 2. Planning Technical Skills

3 of 6



4- Time Schedule ( Baseline , Revised , Recovery , As-Built)

5- Floats ( Total Float , Free Float )

6- Scheduling techniques

7- Crashing the project

8- Resource Leveling

9- Project Cash Flow

10- Critical Path

..... etc.

## 2. Planning Technical Skills

4 of 6



**This skill you have some options to get or enhance :**

- 1- From your academic Knowledge “Not Prefer”.**
- 2- From the Practical Work.**
- 3- From training but with practical vision and method not academic way.**

## 2. Planning Technical Skills

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### 1- Scheduling software skills

Planning Engineers should have strong knowledge about the scheduling software how to use it and apply all the planning concepts through this software such as **but not limited to :**

**1- Primavera p6**

**2- Microsoft Project (MSC project)**

## 2. Planning Technical Skills

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**This skill you have to take a training for how to use the software , but we believe that you don't want to know all the software features to be a professional planning engineer , but you have to know how to apply every planning concepts and techniques with it only.**

**So our advice is to search about practical training with a practical real case study.**



### 3. Computer and Search Skills

1 of 3



Planning Engineers should have the following **computer skills** and also **search skills** in order to be able to search about any information “You have to learn how to Search” it is very important skill.

In the next slides we will explain every skill with its target.

### 3. Computer and Search Skills

2 of 3



**Computer skills** is one of the most important skills to be ready to work as Planning Engineer , the following are the most important software you have to know how to use such as :

1- **Microsoft Office** (Word, PowerPoint ,Excel “Must be professional using Excel” ).

### 3. Computer and Search Skills

3 of 3



**Searching skills** is one of the most important skills for any Engineer today not only Planning Engineer how to search for any information , information resources .

## 4. Interpersonal and Soft skills

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**Interpersonal and soft skills** is one of the most important skills for any Engineer today not only Planning Engineer because it shows to the employer your behavior not only your technical skills such as :

- 1- Communication Skills
- 2- Presentation skills
- 3- Team building skills
- 4- Problem solving Skills
- 5- Negotiation skills

## 5. Self-Learning Skills

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**Self-learning skills** is one of the most important skills for any Engineer today not only Planning Engineer , because if you are an employer and want to hire employee you want to know if your employee has the skill of self learning and he /she has the ability to learn by him/herself not only by training from your side as Employer.



# Planning Engineer Responsibilities

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## Planning Engineer Responsibilities

1 of 4



In this section we will present the most important duties and responsibilities for every planning engineer in all the project life cycle and stages ( Initiating , Planning , Executing , Monitoring and controlling ,Closing )

In the next slides we will focus on Professional Planning Engineer Responsibilities.

## Planning Engineer Responsibilities

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Planning Engineer responsibilities will be include but not limited to the following

**1- Define Scope work Packages (Create WBS)**

**2-Develop Baseline Programme**

(Define activities , sequence of work , estimate activities durations , estimate activities resources , estimate cost , determine budget ) .



## Planning Engineer Responsibilities

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- 3- Create Resources Histogram
- 4- Create Cash Flow Histogram
- 5- Create Material Tracking Log
- 6- Create Shop Drawings Log
- 7- Update Programmes
- 8- Monitoring and Progress Reports
- 9- Control Schedule
- 10- Crashing Schedule
- 11- Develop Recovery Programme

## Planning Engineer Responsibilities

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12- Develop Revised Programme

13- Extension of time Claims Delay Analysis

14- Resources Leveling

## Credits

We create this guide to help fresh graduate engineers to know what they have to learn and how to become a professional Planning Engineer , We hope this guide can help them putting they on the track.

Planning Engineer Est. With its Online Platform

[www.planningengineer.net](http://www.planningengineer.net)

Special thanks to all our members with their feedback , comments and messages , who help us to continue with our vision of spread knowledge and help people .

Please try to share this document if you see it will be useful for anyone who want to know his /her first step .



# Thanks!

Hope to receive your  
feedback, recommendations , questions?

## Contact Info.

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