

Mauritius Multisports Infrastructure Limited

SCHEME OF SERVICE

- Post** : Technical Manager
- Salary** : Rs 150, 000 to 200, 000 (depending on qualifications and experience)
- Age** : Candidates should not be over 50 years old as at closing date of the advertisement
- Travelling** : An all inclusive monthly car allowance of Rs 15, 000 or a company car.
- Terms of Employment** : Two years contract with six months probationary period.
- Gratuity& Bonus** : 2 months salary will be paid on satisfactory completion of the services required over a period of twelve months.
Bonus will be paid at the end of the year according to prescribed regulations.
- Qualifications** :
- Degree in Engineering preferably in Civil **or** Electrical **or** Mechanical Engineering **or** in Quantity Surveying from a recognized institution or any other related qualifications acceptable to the Board;
 - Post graduate qualifications in any of the above fields **or** Project Management **or** Business Administration;
 - A minimum of 10 years' professional experience in the fields of Contract/Project Management and/or Facilities Management or any other related field acceptable to the Board of MMIL;
 - Relevant experience in the design and construction supervision of infrastructure projects under international standards and norms.
 - Relevant experience in handling the construction of at least two infrastructure projects of similar nature and complexity to the project in the last five years. Preference will be given to candidates having worked in sports infrastructure project.
- Note** : Candidates should be fully registered with the appropriate

local/international bodies.

- Key Competencies** :
- possess good interpersonal, communication and leadership skills and have the ability to adapt to different work situations;
 - be able to assess complex situations with sound analytical skills;
 - be resourceful, prompt in problem-solving and proactive;
 - be able to work under pressure and meet tight deadlines;
 - have a high sense of responsibility and trustworthiness;
 - have ability to work independently and have exposure to multi-stakeholder dialogue

- Note** :
- The candidate will also need to demonstrate:
- interpersonal, relationship-building and networking skills;
 - procurement and negotiation skills;
 - the ability to multi-task and prioritise his/her workload;
 - time management skills;
 - project management skills;
 - research skills and the ability to draw information from various sources, including people;
 - clear and concise writing skills and the ability to handle long and complex documents;
 - team work skills and the ability to lead and motivate others;
 - IT skills; and
 - a practical, flexible and innovative approach to work.

- Core Duties/ Roles and responsibilities** :
- The Technical Manager will be responsible to ensure the successful implementation and timely delivery of all the components with respect to the Construction of a Multi-Sports Complex at St Pierre, Cote d’Or.

Overall, he/she will be responsible for the day to day progress monitoring, planning, managerial, and technical and financial reporting for the project to the Board of the MMIL.

The Technical Manager will have to deliver his/her functions in close liaison and coordination with all key stakeholders at both local and international levels as well as with appointed Consultants, Sub Consultants and Contractors.

The Technical Manager should provide strategic direction and leadership

in managing the operations of the MMIL in accordance with the strategies, plans and policies approved by the Board. The Technical Manager will lead the implementation of corporate strategies, plans and programs that support the policy framework and mandate of the MMIL, direction of the Board, expectations of the Shareholder and needs of partners and clients.

Specifically, he/she will have the following responsibilities:

Leadership

To lead and manage MMIL on a day-to-day basis in accordance with the parameters established by the Board;
To provide organizational leadership and vision in developing the strategy and plans necessary to realize objectives set by the Board;
To lead the development of strategic relationships with the non-profit and private sectors, communities, and others to effectively deliver mandated plans and programs; and
To lead collaborative relationships with the all key stakeholders as identified by the MMIL.
To demonstrate integrity and ethical leadership including Government's commitment to taxpayer accountability;

Strategic and corporate planning and reporting

Undertake technical review of reports and make recommendations to the Board;
To lead the preparation of Service Plans and capital and operating budgets for approval by the Board;
To establish and lead the implementation of corporate strategies, policies, plans and programs that are consistent with the mandate of the organization, priorities of the Board, and the needs of the Shareholder, partners and clients;
To report to the Board regarding the performance of the organization and progress towards achieving established goals and objectives;
To keep an up to date database of all project data, information and assets inventory. Appropriate records pertaining to project beneficiaries shall also be properly kept.

Financial

: To control all expenditures to achieve efficient allocation of resources;
To ensure the integrity of MMIL internal control and management

systems; and

To lead the development and implementation of strategies to mitigate corporate risk and ensure the financial viability of the Company.

- Human Resources** : To ensure continuity of Board policy and acts as the primary point of contact between the Board and the management and staff of the MMIL;
To establish organization and staffing plans and appropriate delegation and decision-making frameworks to support the accomplishment of corporate goals and objectives;
To provide direction to the Executive and staff to ensure overall effectiveness in meeting policy and program objectives, and ensures the organization conducts its operations and financial activities with integrity and in accordance with applicable legislative, regulatory and policy requirements;
To lead the establishment of progressive management and human resources policies and practices to ensure a motivated workforce and a sound and supportive employee relations climate;
To establish and maintain a Board-approved plan for senior management development and succession; and
To communicate decisions of the Board to senior management and staff.
To undertake any other relevant project assignment as may be requested by the MMIL.
- Performance Appraisal** : The performance of the Technical Manager will be reviewed bi-annually against agreed targets set and agreed with the Board.
- Working Hours** : Working hours will be generally a 40 hours week but longer hours may be required on occasion to meet project deadlines or to cover emergencies.