MINISTRY OF YOUTH AND SPORTS
SCHEME OF SERVICE

**Post:** Engineer (Civil) (on contract)

**Salary:** Rs 29,400 to Rs 62,950 (negotiable, depending on qualifications and experience)

**Qualifications:** By selection from candidates who –

(i) are registered as Professional Engineer of Mauritius in the field of Civil Engineering with the Council of Registered Professional Engineers of Mauritius under Section 13 of the Registered Professional Engineers Council Act No. 49 of 1965, as subsequently amended;

(ii) are computer literate and able to operate engineering software packages; and

(iii) have a minimum of 5 years post-registration experience in Civil Engineering works.

Candidates should produce written evidence of knowledge/experience claimed.

**Duties:** To be responsible to the Permanent Secretary for the following in relation to the infrastructural development projects of the Ministry and of its specialized agencies:-

1. to design and supervise building and civil engineering projects.

2. to carry out structural assessment of buildings and prepare structural survey report.

3. the supervision, monitoring and general management of projects.

4. to ensure that approval has been obtained prior to project implementation.

5. to prepare project write-up and bidding documents for building and civil engineering projects and in relation
tomaintenance work.

6. to guide, supervise and co-ordinate the work of the team of officers working under his responsibility.

7. to monitor progress on projects and recommend corrective action, as and when required.

8. to ensure that budget expenditure for projects are properly monitored.

9. to participate in meetings and committees and conduct site meetings.

10. to process and certify claims for payment for projects.

11. to check that all deliverables submitted are in conformity with Terms of Reference and Scope of Works.

12. to advise the Ministry on building and civil engineering matters.

13. to participate in the evaluation of tenders/bids.

14. to use ICT in the performance of his duties.

15. to perform such other duties directly related to the main duties listed above or related to the delivery of the output and results expected in relation to the Ministry and its specialized agencies.