MINISTRY OF YOUTH AND SPORTS

POST OF ENGINEER (CIVIL) ON CONTRACT

Applications are invited from suitably qualified candidates from outside the Service who wish to be employed as Engineer (Civil), on a contract basis, in the Ministry of Youth and Sports.

I 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.

II AGE LIMIT

Candidates should not have reached the age of 65 by the closing date for the submission of applications.

III DUTIES AND RESPONSIBILITIES

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 to maintenance 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.

IV REMUNERATION AND OTHER BENEFITS

- Remuneration would be commensurate with qualifications, experience and skills and is negotiable but would not be less than Rs 29,400.

- Travelling allowance, duty free privilege and loan facilities for purchase of motorcar, gratuity and other benefits as per PRB Report 2016.
V DURATION

One year (renewable).

VI MODE OF APPLICATION

Candidates should forward their application form duly filled in, together with copies of relevant document to the following address:

Permanent Secretary
Ministry of Youth and Sports
(Human Resource Section)
7th Floor
Citadelle Mall
Corner Sir Virgil Naz Street and Eugene Laurent Street
PORT LOUIS

The post applied for should be marked on the top left hand corner of the envelope.

VII CLOSING DATE OF APPLICATION

Applications should reach this office not later than 3.30 pm on Friday 8 December 2017.

Late applications will not be considered.

Date: 18 November 2017

Ministry of Youth and Sports
7th & 8th Floors
Citadelle Mall
PORT LOUIS