



LAND SETTLEMENT AGENCY

Unit : Infrastructure Development Unit (IDU)

Position : Manager Infrastructure Development Unit

Job Summary

Responsible for engineering works particularly as they relate to infrastructure development on the Agency's squatting sites and other sites under the purview of the Ministry of Housing and Urban Development.

Organizational Relationships

- Reports directly to the Chief Executive Officer of the Land Settlement Agency.
- Required to interface with other LSA professional and non-professional staff involved in the construction exercise.

Duties and Responsibilities

- Manages all staff of the Infrastructure Development Unit
- Advises on appropriate engineering techniques and technologies particularly with a view to incremental development.
- Visits the Agency's sites with a view to formulating engineering solutions to infrastructural challenges.
- Oversees the preparation of in-house engineering designs for the Agency's sites.
- Oversees and contributes to the preparation of tender documents for engineering designs and engineering works to be contracted out.
- Oversees the supervision of Contractors, Land Use Consultants, Land Surveyors for engineering designs and engineering works on the Agency's sites.
- Prepares in consultation with financial personnel, the draft budgetary estimates for development programmes for each fiscal year.
- Prepares programme of works on site-by-site basis and monitors implementation thereof.
- Ensures appropriate training of all staff of the Engineering Unit.

- Liaises with all Units of the Agency especially the TRU and CDU towards the development of viable human settlements.
- Liaises with a range of Regulatory/Approval Agencies.
- Represents the Agency on a range of sub-committees.
- Contributes to policy review.
- Keep under review, organizational structure of the IDU.
- Keep under review, performance of staff and recommends contract renewals.

Qualifications, Training and Experience

- First Degree from a recognized institution in Civil Engineering or Project Management
- Master's Degree in Business administration or related field would be an asset
- Considerable experience [fifteen (15) years or more] in the planning and implementation of civil infrastructural works.
- Experience in project planning
- Engineering experience in irregular existing developments will be an asset