



LAND SETTLEMENT AGENCY

Unit : Infrastructure Development Unit

Position : Project Manager

Job Summary

Responsible for planning and monitoring the implementation of infrastructural development and upgrade works of the Land Settlement Agency from inception to completion.

Organizational Relationships

- Reports directly to the Manager of Infrastructure Development Unit
- Required to interface directly with Contractors responsible for construction and Design and Construction Supervision Consultants.

Duties and Responsibilities

- Assist with the review and design drawings and calculations for compliance with Tender Documents, Specifications and Standards.
- Contributes to the preparation, planning and negotiation of Contracts for technical and engineering services.
- Monitors Contractors performance on civil infrastructural works.
- Deal with all aspects of payments to Contractors.
- Deal with all aspects of claims and variations to original Contracts.

Qualifications, Training and Experience

- Degree from a recognized institution in Civil Engineering / Surveying / Architecture or related field
- At least three (3) years graduate experience in the implementation of civil, and infrastructure works.
- Experience in project planning.
- Suitable combination of experience and formal training in engineering.
- Engineering experience in irregular existing developments will be an asset.