

TERMS AND CONDITIONS OF EMPLOYMENT

POST OF CIVIL ENGINEER

in the Ministry of Health and Wellness

Applications are invited from suitably qualified candidates from outside the service who wish to be employed as Civil Engineer on a contract basis in the Ministry of Health and Wellness.

I QUALIFICATIONS

Candidates **should** :

- be 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, with at least 5 years post registration experience;
- be computer literate and be able to operate engineering software packages; and
- possess strong communication skills and have the ability to interact with staff and professionals from different authorities.

Note: Candidates should produce evidence of knowledge claimed.

II DUTIES AND RESPONSIBILITIES

To be responsible to the Senior Chief Executive, Ministry of Health and Wellness through the Officer in Charge of the Project Implementation Unit for the implementation of projects within the Project Implementation Unit in the performance of the following duties:

- (i) To design building and civil engineering projects.
- (ii) To carry out structural assessment of buildings and prepare structural survey report.
- (iii) To be responsible for the supervision, monitoring and general management of simple projects under his responsibility.
- (iv) To ensure that the approval of the client Ministry/Department has been obtained prior to project implementation.
- (v) To prepare project write up and bidding documents for building and civil engineering projects in relation with maintenance work.
- (vi) To guide, supervise and co-ordinate the work of the team of officers working under his responsibility.

- (vii) To monitor progress on projects and recommend corrective action, as and when required.
- (viii) To assist the Project Manager/Deputy Chief Project Manager in the preparation of progress reports.
- (ix) To ensure that budget expenditure for projects are properly monitored.
- (x) To participate in meetings and committees and to conduct site meetings.
- (xi) To process and certify claims for payment for projects under his responsibility.
- (xii) To check that all deliverables submitted by consultants are in conformity with Terms of Reference and Scope of Works.
- (xiii) To work in collaboration with other Engineer/Senior Engineers (Civil) and officers of the Ministry of National Infrastructure and Community Development.
- (xiv) To use ICT in the performance of his duties.
- (xv) To perform such other duties directly related to the main duties listed above or related to the delivery of the output and results expected from the Civil Engineer in the roles ascribed to him.

III AGE LIMIT

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

IV REMUNERATION AND OTHER BENEFITS

- Remuneration would be commensurate with qualifications, experience and skills and is negotiable but would not be less than Rs 33,175.
- Travelling allowance, duty free privilege, loan facilities, gratuity and other benefits as per PRB Report 2021.

V DURATION

On contract basis for a period of one year (renewable).

VI MODE OF APPLICATION

Candidates should forward their application with their detailed CV mentioning on the top left hand corner "Post of Civil Engineer (on contract)" to the following address:

**Senior Chief Executive
Ministry of Health and Wellness
5th Floor, Emmanuel Anquetil Building
PORT LOUIS**

VII CLOSING DATE OF APPLICATION

Applications should reach the above address on or before **Wednesday 14 September 2022.**
by 15.30 hours at latest.

31 August 2022

Ministry of Health and Wellness