

Construction Industry Authority

Scheme of Service

Post: Manager, Technical Services

Qualifications:

A. Candidates should be registered as –

- (i) Professional Architect with the Professional Architects' Council under Section 19 of the Professional Architects' Council Act (No. 7 of 2011), as subsequently amended; or
- (ii) 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; or
- (iii) Professional Quantity Surveyor with the Professional Quantity Surveyors' Council of Mauritius under Section 20 of the Professional Quantity Surveyors' Council Act (No. 7 of 2013), as subsequently amended.

B. Candidates should –

- (i) reckon at least five years' post registration experience in the construction industry;
- (ii) have a thorough understanding of the construction industry in general, in particular quality assurance, safety and health, and standard forms of construction agreements and contracts;
- (iii) have good organizing, interpersonal and communication skills;
- (iv) be able to lead and motivate a team of employees; and
- (v) be computer literate.

Candidates should produce written evidence of experience/ knowledge claimed.

Salary:

Rs 66,200 x 1,800 – 69,800 x 2,000 – 75,800 x 2,150 – 82,250 x 3,000 – 88,250 x 3,125 – 91,375 (CIBD 9)

Role and

Responsibilities:

To be responsible for providing technical support and advice in line with the objects and functions of the Construction Industry Authority.

Duties:

1. To report to the Executive Director and to assist him in the smooth running of the Technical Section of the Construction Industry Authority.
2. To assist in the formulation of strategies and policies in accordance with the objects of the Board.
3. To assist in the preparation of budget estimates of the Board.
4. To guide, supervise, coordinate and train subordinate staff.
5. To be responsible for the registration of Consultants and Contractors.
6. To be responsible for the publication of the annual list of Consultants and Contractors.
7. To collect and organise data and information in order to establish a Construction Industry Information System.
8. To follow up and report development in the construction industry.
9. To assist in the preparation of the Annual Report of the Board.
10. To be responsible for the maintenance of a Construction Industry Information System.
11. To assist in the organisation of training programmes for the construction industry.
12. To use ICT in the performance of his duties.
13. 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 Manager, Technical Services in the roles ascribed to him.

27 September 2024