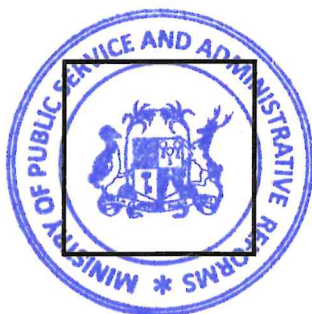


**SCHEME OF SERVICE SPECIFIED UNDER REGULATION 15 OF THE  
PUBLIC SERVICE COMMISSION REGULATIONS**

<b><u>Ministry:</u></b>	National Infrastructure (National Infrastructure Division)
<b><u>Post:</u></b>	Lead Architect
<b><u>Salary:</u></b>	Rs 49,250 x 1,650 – 54,200 x 1,700 – 64,400 x 1,800 – 69,800 x 2,000 – 75,800 x 2,150 – 82,250 (26 080 098)
<b><u>Effective Date:</u></b>	25 June 2025
<b><u>Qualifications:</u></b>	<p>A. By promotion, on the basis of experience and merit, of officers in the grade of –</p> <p>(i) Principal Architect in post as at 31 December 2015; and</p> <p>(ii) Architect/Senior Architect who reckon at least five years' service in a substantive capacity in the grade.</p> <p>B. Candidates should –</p> <p>(i) possess good managerial and leadership skills;</p> <p>(ii) possess good interpersonal and communication skills;</p> <p>(iii) have the ability to organise and manage building projects from inception to completion; and</p> <p>(iv) have knowledge of administrative, financial and procurement and supply procedures.</p>
<b><u>Role and Responsibilities:</u></b>	To be responsible for the implementation of building projects pertaining to architectural works.
<b><u>Duties:</u></b>	<p>1. To work under the general supervision and direction of the Director (Architecture) and Deputy Director (Architecture) for the performance of the following duties –</p> <p>(i) assisting in the monitoring of building projects;</p> <p>(ii) monitoring the planning, design and supervision of building projects and submitting periodic reports;</p>

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**CERTIFIED CORRECT**

*B. D. Nundloll*

**B. D. Nundloll (Mrs)**  
*for Secretary for Public Service*

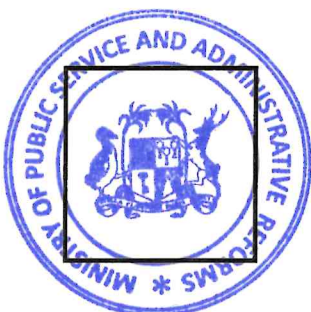
**25 June 2025**

**Date.....**

**SCHEME OF SERVICE SPECIFIED UNDER REGULATION 15 OF THE  
PUBLIC SERVICE COMMISSION REGULATIONS**

-2-

- (iii) assisting in the preparation and implementation of building codes and legislation;
  - (iv) liaising with the Head Office and other Ministries/Departments on architectural matters and to give advice, as appropriate;
  - (v) vetting architectural drawings and specifications;
  - (vi) liaising with the Quantity Surveying and Engineering Sections, consultants and stakeholders of the construction industry;
  - (vii) administering contracts for building projects;
  - (viii) arranging for reports on the performance of contractors and consultants;
  - (ix) supervising and coordinating the work of subordinate staff;
  - (x) assisting in the preparation of budget estimates for the Architect Section; and
  - (xi) participating in the evaluation of bids organised by the Departmental Bids Committee of the National Infrastructure Division of the Ministry and attending meetings related thereto.
2. To attend meetings and committees, as and when required.
  3. To use ICT in the performance of his duties.
  4. 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 Lead Architect in the roles ascribed to him.



**CERTIFIED CORRECT**

*B. D. Nundloll*

**B. D. Nundloll (Mrs)**  
*for Secretary for Public Service*

**25 June 2025**

**Date.....**