

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

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Ministry: Public Infrastructure and Land Transport (Public Infrastructure Division)
Post: Deputy Director (Mechanical Engineering)
Salary: Rs 60,575 x 1,800 – 69,575 x 2,425 – 72,000 x 2,500 – 77,000 x 3,000 – 80,000 (26 80 89)

Effective Date: 9 July 2015

Qualifications: By promotion, on the basis of experience and merit, of officers in the grade of Chief Mechanical Engineer who reckon at least two years' service in a substantive capacity in the grade and who –

- (i) possess managerial and team-building capabilities; and
- (ii) have good knowledge and experience in the field of mechanical engineering.

Role and Responsibilities: To assist in ensuring compliance with good engineering practices and standards in the maintenance and repair of Government vehicles, plants and equipment.

- Duties:**
1. To deputise for the Director (Mechanical Engineering), as and when required.
 2. To assist the Director (Mechanical Engineering) in the management of the Mechanical Engineering Section.
 3. To monitor the implementation of new projects and introduction of new technologies in the Section.
 4. To keep an overall control on all units, to provide guidance and supervise the work of subordinate engineering/technical staff of the Section.
 5. To advise Ministries/Departments and Government institutions on matters related to mechanical engineering.
 6. To prepare specifications and evaluate bids for the purchase/repairs of vehicles, plants and equipment.
 7. To assist in the preparation of budget estimates for the Section.
 8. To attend meetings and committees, as and when required.
 9. To mentor engineers and other subordinate staff.
 10. To use ICT in the performance of his duties.
 11. 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 Deputy Director (Mechanical Engineering) in the roles ascribed to him.



CERTIFIED CORRECT

*for Senior Chief Executive
Ministry of Civil Service and
Administrative Reforms*

9 July 2015

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