

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

Ministry: Public Infrastructure, National Development Unit, Land Transport and Shipping
(Public Infrastructure Division)

Post: Director (Quantity Surveying)

Salary: Rs 70,000 (26 00 86)

Effective Date: 31 May 2010

Qualifications: By promotion, on the basis of experience and merit, of an officer in the grade of Deputy Director (Quantity Surveying) who –

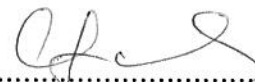
- (a) has sound organising and administrative abilities;
- (b) possesses strong leadership and managerial skills; and
- (c) is well conversant with developments in the field of quantity surveying.

Role and Responsibilities: To ensure the proper management of the Quantity Surveying Section.

- Duties:**
1. To advise on all matters relating to the preparation of contract documents and management of contracts for building and civil engineering works.
 2. To liaise with Professionals in connection with the implementation of building and civil engineering projects and to advise on all contractual matters.
 3. To advise other Ministries on matters relating to Quantity Surveying.
 4. To advise on the evaluation of bids for building and civil engineering projects for the Ministry of Public Infrastructure, National Development Unit, Land Transport and Shipping (Public Infrastructure Division).
 5. To prepare budget estimates for the Quantity Surveying Section.
 6. To prepare and implement training programmes for the Quantity Surveying Section.
 7. To attend meetings and committees.
 8. To ensure the implementation of the Performance Management System in the Quantity Surveying Section.

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CERTIFIED CORRECT



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

Date..... **31 MAY 2010**



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SCHEME OF SERVICE SPECIFIED UNDER REGULATION 15 OF THE
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9. To use ICT in the performance of his duties.
10. 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 Director (Quantity Surveying) in the roles ascribed to him.



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*for Senior Chief Executive
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