


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

- Ministry:** Public Infrastructure and Land Transport (Public Infrastructure Division)
- Post:** Principal Technician (Quantity Surveying)
- Salary:** Rs 30,950 x 775 – 32,500 x 925 – 37,125 x 1,225 – 40,800 x 1,525 – 48,425
(26 061 076)
- Effective Date:** 12 July 2016
- Qualifications:** By promotion, on the basis of experience and merit, of an officer in the grade of Senior Technician (Quantity Surveying) who reckons at least five years' service in a substantive capacity in the grade and who possesses organising, supervisory and communication skills.
- Duties:**
1. To be responsible for the collection, classification, retrieval and analysis of cost and price information for construction works.
 2. To assist officers of the Quantity Surveying Cadre in the preparation of –
 - (i) cost estimates, cost plans and bidding documents including bills of quantities for building and civil engineering projects;
 - (ii) valuations, cost and financial reports and final accounts; and
 - (iii) all-in rates.
 3. To keep records of insurances, performance bonds and bank guarantees and to follow up on their renewals.
 4. To assist officers of the Quantity Surveying Cadre in the assessment of variations including taking off quantities from drawings and site measurements.
 5. To attend meetings and committees, as and when required.
 6. To guide, supervise and coordinate the work of subordinate staff.
 7. To use ICT in the performance of his duties.
 8. 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 Principal Technician (Quantity Surveying) in the roles ascribed to him.

CERTIFIED CORRECT


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

12 July 2016

Date.....

