

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

- Ministry:** Public Infrastructure and Land Transport (Public Infrastructure Division)
- Post:** Senior Technician (Quantity Surveying)
- Salary:** Rs 27,075 x 775 – 32,500 x 925 – 37,125 x 1,225 – 40,800 x 1,525 – 42,325
(26 056 072)
- Effective Date:** 12 July 2016
- Qualifications:** By promotion, on the basis of experience and merit, of officers in the grade of Technician (Quantity Surveying) who reckon at least five years' service in a substantive capacity in the grade.
- Duties:**
1. 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; and
 - (ii) valuations, cost and financial reports and final accounts.
 2. To maintain and update a list of prices for building materials.
 3. To draft simple correspondence and perform general office work.
 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 guide, supervise and coordinate the work of subordinate staff.
 6. To attend meetings and committees, as and when required.
 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 Senior Technician (Quantity Surveying) in the roles ascribed to him.



CERTIFIED CORRECT

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S. Sheeran
for Senior Chief Executive
Ministry of Civil Service and
Administrative Reforms

12 July 2016

Date.....