

JOB VACANCY

HDC (161)-HR/IU/2020/174
14th September 2020

Assistant Site Engineer Project Management & Development

MINIMUM QUALIFICATION & REQUIREMENT

1. Diploma in Civil or Structural engineering, Construction, Building, or related field.
2. Relevant experience in the field will be an added advantage

OVERALL SCOPE

Supervise, manage, instruct the construction crew and monitor the construction work progress. Maintain the quality of the construction work. Liaise with the relevant personals to carry out the necessary day to day work.

SCOPE OF WORK

- Supervises construction crews constructing projects
- Observes and inspects projects during construction to assure work quality
- Monitors construction projects to control costs
- Inspects work in progress for compliance with plans and regulations
- Records daily progress charts and maintains weather charts
- Measures construction work in progress on site
- Co-ordinates work assignments with Project Manager, Engineers and outside contractors to ensure timely completion of required repairs and/or construction
- Assists with managing and coordinating regularly negotiations, inspections and approvals
- Maintain all project related Documents.
- Report work progress to the Project Manager.

JOB SKILLS AND SPECIFICATIONS

- Should be familiar with Microsoft office package/AutoCAD
- Able to read and interpret engineering drawings and specifications.
- Ability to manage and instruct the construction crew and other team members
- Should be effectual communicator verbally as well as through writing skills.
- Should be able to work as an individual and as a flexible team player.
- Should be able to work through flexible hours
- Should be able to priorities tasks and manage one's own time effectively.

SALARY PACKAGE:

Gross Salary between 12,500.00 to 16,250.00 based on qualification and experience.

Application Process:

Send the Job application along with your CV, copies of accredited certificates, Job reference letters, Police Report and ID card or Driver's License copy through the link (<https://rb.gy/wo48lw>). For any additional queries please contact to 3355305.

Application Deadline:

Date: 20th September 2020 (Sunday)

Time: 14:00hrs