

**HOUSING AGENCY OF JAMAICA LIMITED
(HAJL)**

Invites applications for the following position

ENGINEER

Job Purpose:

The Engineer prepares the requisite engineering designs on all projects and provides technical advice in area of expertise during the pre-construction stages of assigned projects. The Engineer should be analytical and have sound knowledge to identify and resolve engineering issues that may arise.

Key Responsibilities:

Technical Knowledge

- Contribute to the Division's annual operating plan and budget
- Contribute to the preparation of the Strategic Brief of each proposed project as it relates to Engineering matters
- Prepares detailed Technical Engineering Reports as required
- Review engineering designs prepared by external professionals to ensure technical feasibility and accuracy
- Contribute to the tender and contract preparation process
- Attend site, technical site assessments, meetings and provide relevant input as authorized by the contract
- Assist in the assessment of Payment Claims and recommend if appropriate certified claims
- Adhere to, and administer, Agency's rules and regulations.
- Any other authorized professional duties assigned

Human Relations Skill

- Good interpersonal and communications skills
- Good customer service attitude
- Good knowledge of the construction industry
- Sound knowledge of the quantification and costing of construction works, the various standard methods of measurement and the measurement of buildings and structures

Minimum Required Qualification and Experience:

- Minimum of a Bachelor's Degree in Civil Engineering also with competencies in Structural Engineering experience
- Training in Project Management
- Proficiency in AUTOCAD, Civil 3D, MS Projects, Working Knowledge of GIS & Engineering Surveys
- Professional registration as an Engineer is preferable
- Knowledge of and administration of FIDIC, GOJ and CIC standard forms of contract
- Sound knowledge of and preparation of Infrastructural Designs (roads, sewer lines, water distribution systems, storm water drainages and sewage treatment plants.
- Sound knowledge in structural designs and regulatory framework
- At least five (5) years' relevant design experience in civil engineering works – specifically towards residential housing developments

Special Conditions:

- Holder of a valid General Driver's License and a Motor Vehicle within good condition
- Working beyond the normal work hours assigned
- Maybe required to work on weekends

Applications and resumes` should be sent to HRManager@hajl.gov.jm no later than **October 3, 2022, 2022** addressed to:

Senior Manager,
Human Resources Management and Administration
Housing Agency of Jamaica Limited
13 Caledonia Avenue
Kingston 5

HAJL thanks all applicants for their interest; however, only those short-listed for an interview will be contacted.