**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 **HRM****anager@hajl.gov.jm**no later than

**Monday, March 27, 2023** 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.**