



CAREER OPPORTUNITY

The National Works Agency, an Executive Agency of the Government of Jamaica is seeking suitably qualified individuals for the under-mentioned temporary position.

TEMPORARY QUANTITY SURVEYING TECHNICIAN (LEVEL 7)

QUALIFICATION AND EXPERIENCE:-

- B.Sc. Degree in Quantity Surveying
- A minimum of 5 years post-qualification experience
- Experience in the maintenance of roads, bridges and buildings

SKILL REQUIREMENTS/KEY COMPETENCIES : -

- Ability to communicate effectively in both oral and written forms.
- Strong inter-personal and deductive reasoning skills.
- Competence in computer programmes.
- Excellent quantity surveying skills
- Highly developed project planning and management skills
- Highly developed team skills

PRINCIPAL FUNCTIONS:-

- Provide an efficient service for preliminary estimates for all building and civil engineering schemes prepared by architects and civil engineering.
- Develop and maintain cost records for labour and materials and for overall contract cost of completed structures to the Agency's designs.
- Prepare bills of quantities and contract documents for work to be done by the Agency.
- Carry out measurement and valuation and prepare interim and final payment certificates for projects.
- Provide quantity surveying service for maintenance works.
- Ensure that approved cost planning techniques are understood and implemented.
- Produce all estimating data required by the agency for the preparation of forward programmes and annual estimates.
- Participate in calling for, receiving and checking tenders for projects.

SALARY: \$4,594,306 per annum

Applications should be submitted no later than

Tuesday December 28, 2023 to:

Human Resource Manager

National Works Agency

140 Maxfield Avenue, Kingston 10

or

Application can be sent via email to: Recruitment@nwa.gov.jm

The Agency thanks all applicants.

Only individuals short-listed will be contacted

"Developing Safe, Reliable & Quality Roads"