
Chief Engineer Planning and Design

Primary Objective of Position

The Chief Engineer Planning and Design provides the planning, design and support services with a multi disciplinary team to ensure the field/Divisional Operations are adequately design, efficient and effective.

Key Outcomes

The Chief Engineer Planning and Design will be accountable to the Director for the following outcomes:

- 1) Leadership and management of the planning and design function
 - # Establish the budget for the planning and design function
 - # Manage the planning and design resources within the budget
 - # Management of the functions performance management system:
 - # Performance measures established and in accordance with the PWD strategic direction
 - # Monitoring of expenditure including variations and adjustments
 - # Policy and program implementation
 - # Establish long tern plans in accordance with PWD Strategic Direction
- 2) Compliant Planning and Design:
 - # Design/international standards compliance e.g standards and conformance
 - # Civil
 - # Structural
 - # Electrical
 - # Mechanical
 - # PWD operational compliance
 - # Statutory compliance - laws and regulations
 - # Health, safety and environment compliance
- 3) Informed executive management and Ministry.
 - # Work plan achievement
 - # Budgetary reporting
 - # Operational changes – policy and procedures
- 4) Technical and consulting services provided to PWD
 - # Technical expertise available
 - # Program development and advice
- 5) Continual improvement of the planning and design function:
 - # Growth in competence of function HR resources
 - # Improvement in compliance (audit)
 - # Increased efficiency and effectiveness (continuous improvement in PMS)
 - # Budgetary control and variations
 - # Responsiveness of reporting
 - # Customer satisfaction improvement
 - # Staff satisfaction improving (+ve OHI trend)
- 6) Demonstration of the PWD image and value standards

Duties / Responsibilities (Describes key competencies required to achieve performance levels)

Competence

Competence Description

Business

Business Performance	Establish performance management measures managing adjustments and variations
Risk Management	Develop a risk management plan.
Planning	Develop an operations plan to define specific objectives.
Resource Management	Establish and adjust the resource levels to achieve organisational targets and objectives.
Systems and Procedures	Undertake defined modifications/reviews to procedures; draft manuals/instructions.
Documentation	Develop submissions and / or business plan documentation from options.

Customer

Customer Commitment	Anticipate and devise solutions to meet the customers' future requirements.
Quality Focus	Develop quality standards for the organisation.

People

Leadership	Achieve the vision by establishing clear objectives and empowering units to achieve.
Facilitation	Define the work/problem in broad terms empowering teams to establish objectives, shares accountability.

Professional

Technical Strength	Develop the technical solution for a situation using fundamental principles and theory - technical adviser.
Financial Application	Conduct specified analysis of financial data highlighting issues and opportunities.

Interactions

External	Government Officials Line Ministries Media General Public Auditors Suppliers Associations / Unions Contractors Ministry of Finance
Internal	Executive Management All staff

Person Specifications:

Qualifications

Preferred

Degree Engineering

Desirable

Masters Degree Technical post graduate or Management/Business

Requirements

Language Proficiency

Excellent command of English

Professional Associations

Membership of Professional Engineers Institute (recognised)

Regulatory Compliance Requirements

Drivers Licence

Work Knowledge and Experience

Policy and strategy development in planning and design

Experience in high level program management

Personal Attributes :

Attribute Type

Attribute

Behavioural

Accountable
Customer Focused
Detail Oriented

Interpersonal

Perceptive
Team Oriented

Thinking

Conceptual
Disciplined / Systematic
Initiative

How to apply:

Online applications preferred but if necessary email your application to pwdjobs@pacificrecruit.com.

Closing Date: Friday, 6 November, 2009