
Quantity Surveyor - Contract Road Works

Primary Objective of Position

The Quantity Surveyor - Contract Road Works will assist the Engineer – Contract Management to ensure that the quantities are maintained against plan and specification for the projects and any variations are documented.

Key Outcomes

The Quantity Surveyor - Contract Road Works will be accountable to the Engineer – Contract Management and/or Project Director for the following outcomes:

- 1) Quantity control work projects:
 - # Specification quantity control
 - # Quality of material source is verified
 - # Equipment for handling material is calibrated e.g. trucks
 - # In - situ material is in accordance with plans e.g. width and thickness
 - # Correlate quantities and determine final
- 2) Compliant operations:
 - # Project statutory compliance - laws and regulations
 - # Health and safety
 - # Environmental
 - # Road signs and traffic control
- 3) Resources coordinated
 - # Schedule project control resources
 - # Contract quality control – material sources, testing and clearances,
 - # Contract quantity – material and furnishings
 - # Recording of variation for authority orders
 - # Preparation of progress quantities for expenditure reports
 - # Respond to stakeholders
 - # Landowners/property owners/tenants and their representatives
 - # Contractors works representatives
 - # Public e.g. Road users
 - # Participate in site meetings and negotiations
- 4) Project component information.
 - # Project monitoring for Project Engineer
 - # Day to day field feedback
 - # Draft/input into Work as Executed plans
 - # Progress reports submitted to ensure contractual reporting is complied with
- 6) Demonstration of the PWD image and value standards
 - # Cooperative and effective project management team

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

Competence

Competence Description

Business

Business Performance

Manage performance levels against set deliverables.

Planning

Develop a detailed work plan to achieve specified objectives.

Documentation

Present information in a report that explores the links between the issues and draws conclusions.

Customer

Customer Commitment

Seek, act upon, and follow through on customer feedback regarding products or services provided.

Relationship Building

Build long-term relationships working as a trusted advisor.

Quality Focus

Monitor/audit quality standards: provide guidance and direction to staff on quality standards.

People

Team Orientation

Assemble teams with different talents, interests and background to create synergy.

Facilitation

Ensure work delegated is completed in an effective and timely manner, accepts accountability.

Professional

Technical Strength

Identify and analyse the problem or issue and match it with an established technical solution.

Compliance

Investigate/audit and report on compliance issues.

Mathematical Reasoning

Apply moderately complex mathematical or statistical concepts and formulas to solve problems that are somewhat unusual.

Operational

Health and Safety

Observe and report potential hazards or security breaches in the workplace.

Interactions

External

Government Officials
General Public
Auditors
Suppliers
Landowners
City and Town Councils
Associations / Unions
Contractors

Internal

Regional and Headquarters
Management team
All staff

Person Specifications:

Qualifications

Preferred

Degree

Quantity surveying, civil, construction administration
(Diploma with experience would be considered)

Requirements

Language Proficiency

Excellent command of English

Professional Associations

Membership of Professional Engineers Institute (recognised)

Regulatory Compliance Requirements

Drivers Licence

Work Knowledge and Experience

Experience with project management as quantity surveyor or clerk of works etc
Road construction and/or rehabilitation experience is essential

Personal Attributes :

Attribute Type

Attribute

Behavioural

Accountable
Customer Focused
Detail Oriented
Enthusiastic

Interpersonal

Perceptive
Self Sufficient and Assured
Team Oriented

Thinking

Challenger
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