



**OFFICE OF THE SERVICES COMMISSIONS**  
(CENTRAL GOVERNMENT)  
MINISTRY OF FINANCE AND THE PUBLIC SERVICE BUILDING  
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**CIRCULAR No. 139**  
**OSC Ref. C. 5850<sup>13</sup>**

**6<sup>th</sup> April, 2022**

Permanent Secretaries, Heads of Department and Chief Executive Officers are asked to invite applications from suitably qualified officers in their Ministries/Departments/Agencies to fill the **vacant** post of **Chief Design Engineer (Level 14)** in the **Rural Water Supply Limited (RWSL)**, salary range \$3,632,431 - \$4,540,539 per annum and any allowance(s) attached to the post.

### **Job Purpose**

The incumbent will be responsible for the Design of Civil Engineering works, particularly, water and housing related infrastructure including Water Supply, Wastewater and Drainage Systems, Project Planning and Evaluation, Design documentation, specification development and tendering.

### **Key Responsibilities**

- Undertakes site investigations island wide;
- Prepares preliminary Engineering Designs and Feasibility Reports on Water Supply, Sewage, Drainage and related works;
- Prepares Project Proposals, Project Profiles including costing of projects;
- Evaluates proposals and prepares Implementation Schedules.

### **Required Knowledge, Skills and Competencies**

#### **Functional/Technical:**

- Sound knowledge of Civil and Mechanical Engineering practices
- Thorough knowledge of water utility operations
- Critical respect for time management
- Experience in Project Control Management
- Ability to program realistic implementation activities
- Initiative and reasoning powers are important
- Efficiently manages the operational elements of Projects Finance and Budgeting
- Knowledge of relevant computer applications including Micro Soft Projects
- Knowledge of various standards contract procedures Proven ability in identifying multiple contract approach to project implementation

#### **Core:**

- Good Social/Human Relation skills
- Good presentation skills
- Excellent oral and written communication skills
- Good analytical and judgement skills
- Good innovative ability
- Problem solving skills
- Good people management skills
- Good initiative and reasoning skills

### **Minimum Required Qualification and Experience**

- University Degree in Civil Engineering or equivalent;
- Ten (10) years' experience in Civil Engineering and Design Activities or an appropriate combination of qualifications and experiences;
- Postgraduate studies in Hydraulic/Environmental or Sanitary Engineering or related field would be an asset;
- Proficiency in the use of design and other software including Microsoft Office, including Civil 3D AutoCAD and Water/Hydraulic modelling software would be an asset;

- Registration as a Professional Engineer (or eligibility to be registered).

**Special Conditions Associated with the Job**

- Must be willing to work outside of regular working hours if required

Applications accompanied by résumés should be submitted **no later than Thursday, 21<sup>st</sup> April, 2022 to:**

Manager, HR/Corporate Services  
Rural Water Supply Limited  
3<sup>rd</sup> Floor, The Towers  
25 Dominica Drive  
Kingston 5

Fax: 876-908-0414

Email: [info@rwslja.com](mailto:info@rwslja.com)

Please note that only shortlisted applicants will be contacted.

**Please ensure that a copy of this circular is placed at a strategic position on the Notice Board of the Ministry/Department/Agency and brought to the attention of all eligible officers.**



Merle I. Tam (Mrs.)  
for Chief Personnel Officer