

SIERRA LEONE CIVIL SERVICE

JOB DESCRIPTION

Civil Engineer

JOB DETAILS

Job Title: Civil Engineer

Supervisor/Manager Title: Senior Civil Engineer

MDA: Ministry of Agriculture and Forestry

Unit/Division/Directorate:
Agricultural Engineering Directorate

Grade: 7

Job Summary

The role holder is responsible for supervising agricultural civil works, such as road construction/rehabilitation, construction of agricultural business centres, drying floors.

Key Duties

Duty responsibility	Estimated percentage of time (%)
Supervise the construction/rehabilitation of feeder roads, building and water control infrastructures.	30%
Conduct road condition and building surveys to identify areas for reconstruction and/or maintenance.	15%
Carry out structural design calculations and drawing, provide material specifications and develop bill of quantities.	15%
Prepare and submit Head base report to immediate supervisors for review and approval for appropriate action.	20%
Carry out evaluation and prepare payment certificates for contractors.	10%
Monitor health and safety standards on project sites and ensure that they are adhered to by all construction personnel.	10%

Occasional duties

The jobholder may be required to:

- Attend meetings, workshops, seminars etc.
- Perform any other duties assigned

Judgement and Decision-Making

The jobholder makes recommendation on routine technical issues.

Educational Requirements

A minimum of Bachelor's Degree in Agricultural Engineering, Civil Engineering or related discipline from a recognized University.

Related Job Experience

Entry Level

Competencies/skills

- Knowledge of design methods, construction materials, standard specifications, and pertinent regulations related to Civil Engineering;
- Ability to prepare Civil Engineering estimates and plans;
- Computer skills
- Oral and written communication skills
- Interpersonal skills

Work environment

The role is an outdoor based role with minor exposure to hazards and moderate physical activities such as prolonged use of the computer. There is infrequent requirement to make early starts, late finishes as well as work on weekends.