Job Title:	**Senior Engineer-Pavement & Materials**	**Job Category:**	
Division:	Pavement and Materials	**Job Code/ Req#:**	
Location:		**Travel Required:**	
Level/Salary Range:	Patterson Grade D4	**Position Type[1]:**	Contract
HR Contact:	M. Rahlao	**Date posted:**	
Will Train Applicant(s):		**Posting Expires:**	
External posting URL:	[i.e.: http://www.rd.org.ls website address for this position]		
Internal posting URL:			

Applications Accepted By:	
Closing date for submission is: **8th November 2024**	**Hand deliver:** [Human Resources Office] [Roads Directorate] [Maseru 100, Lesotho]

Job Description

Job Purpose:

Under the general supervision of the Manager Laboratory & Quality Control, the incumbent will have technical, financial and managerial responsibility for Road Pavement and Materials Division. The incumbent will provide support and execute technical duties on pavement and materials for construction work and non-technical assignments such as supervision of subordinate staff and further ensure their capacity development.

Duties:

S/He should have knowledge for the below mentioned areas. The specific duties and responsibilities for this position are:

a) In charge of all geotechnical investigations and produce necessary analytic reports useful for construction works

b) Responsible for drafting project specific quality control and assurance documents for road construction projects for all the technical divisions

c) Responsible for drafting of quality assurance provisions in the Roads Directorate Tender Documents to ensure proper execution of works in line with the contract document

d) Research and advise on issues related to slope stability and further undertakes the assignment on the actual slope stabilization as and when required to.

[1] Position type is either: full-time, part-time, job share, contract, intern

e) Assist in pavement maintenance designs and related issues thereof.

f) The incumbent is to contribute to the overall research activities undertaken by the Research Industry and Development Centre and provide assurance on matters related to pavement, materials and quality assurance and monitoring

g) Participate in the efforts to ensure accreditation of the Roads Directorate Laboratory and the results that it produces thereto.

h) Responsible for overall management of the laboratory equipment and ensures that it is compliant with the laboratory standards and thus advice on its use and appropriate disposal measures when the equipment is considered obsolete.

i) Regularly checks and approves test results both from the Roads Directorate laboratory or external laboratories commissioned by the contractors or consultants.

j) Ensures strong safety measures always including the management and maintenance of radiation emissions from Laboratory equipment

k) Participates and assist in the procurement of construction material working in consultation with the Procurement Unit to achieve correct product specifications.

l) The incumbent may be nominated to participate in the evaluation teams for various road works tender activities

m) Ensures preparation of monthly reports

n) FINANCIAL MANAGEMENT

o) Participates in the preparation of the annual budget estimates for the Section and ensures necessary compliance when the budget is approved.

p) Monitor the expenditures in the division against the relevant budget to ensure that no excess expenditures are permitted to occur. If additional budget appropriations are required, ensure that the applications are made at the appropriate time to the Manager for approval.

q) PERFORMANCE MANAGEMENT AND COMMUNICATIONS

r) Ensures that the execution of all works and all other operations of his/her section are carried out in accordance with the Rules and Regulations of the Directorate.

s) Ensures that all reports and other information required from the section and its subsidiary units are completed accurately in the required formats and are submitted to the Divisional Director in time.

t) HUMAN RESOURCE MANAGEMENT

u) The incumbent is responsible for the proper functioning and discipline of staff in his/her section and in case of default he/she is to recommend to the Divisional Director for disciplinary proceedings to be instigated against the concerned personnel.

v) Advise and assist in the training of Roads Directorate staff in matters pertaining to his/her section. This activity should be undertaken in close collaboration with the Roads Directorate Training Centre.

Skills/Qualifications:

a. BSc / BEng Civil Engineering Degree
b. Four (4) years in road construction works with more focus on pavement and materials.
c. At least one to two (1-2) of these years be in field of assignment in road works
d. Experience in FIDIC Contracts
e. Experience in the running and management of radioactive equipment.
f. The candidate should be able to conduct laboratory technical audits.
g. Project Management Experience will be advantageous
h. Experience in the management and running of an accredited highway materials laboratory including the setting up of procedures, training of staff, use and calibration of testing equipment would be an added advantage.
i. Good verbal and written communication; good negotiation skills; knowledge of the legal framework in which the government operates; performance management skills; knowledge of technical standards, project management and contract specifications; and human resource and financial management and computer literacy skills.
j. Computer knowledge is a must in MS Office, MS Project
k. Good communication skills are required

Reviewed By:		Date:	
Approved By:		Date:	
Last Updated By:		Date/Time:	