



SUVA CITY COUNCIL
VACANCIES

3. SENIOR ENGINEERING ASSISTANT

The position is based at the Council's Engineering Services Department and reports to the Senior Engineer Design.

Applicants must possess a Diploma in Civil/Building Engineering, Architecture or Quantity Surveying from a recognized tertiary institute, and have 6-8 years' experience in the similar role.

The successful applicant will be required to carry out survey of roads, drain, etc. and assist in design and prepare plans and estimates in accordance to accepted standards. Applicant to be well versed with Councils assessment requirements of development, sub-division and building plans as well as Fiji National Building Code, OHS, NFA requirements in design, prepare estimates, specifications and tender documents for capital work projects, tender evaluation and contract and construction management.

The successful candidate will be required to prepare necessary reports, attend to correspondence and carry out other duties as required by the Senior Engineer Designs or Director Engineering Services.

Salary would be in **Grade 5** of the Council's salary scale i.e. **\$28,183 - \$33,819 per annum**.

This is a 3 year contract position and the contract period may be renewed subject to performance.

Written applications for the above position with full details of educational qualifications, work experience and a detailed curriculum vitae, references with names of two (2) persons as referees should be forwarded to the Human Resources Manager, Suva City Council, PO Box 176, Suva or send it by e-mail at hr_recruits@scc.org.fj no later than **4.00pm on Monday, 22nd January 2018**.

(Bijay Chand)

Acting Chief Executive Officer