

# Ministry of Fisheries & Aquatic Resources

## Project Implementing & Monitoring Unit (PI&MU)

### Construction/Upgrading of Fishery Harbours and Anchorages

Project Implementing and Monitoring Unit (PI&MU) for Construction/Upgrading of Fishery Harbours and Anchorages established under the Ministry of Fisheries & Aquatic Resources is calling for applications for the following posts.

#### Project Director - (No. of vacancies - 01)

##### Job Description:

Project Director is expected to assure that project activities are carried out according to the Action Plan prepared by the Ministry, supervise all the project activities coming under the Construction/Upgrading of Fishery Harbours and Anchorages Project, ensure that payments are made within legal framework imposed by Government Regulations, Rules, Procurement Guidelines, Financial Regulations, Treasury Circulars etc., administer all resources including Human Resources and manage Budgeting, budget Monitoring, and Internal Control System. He/she should be a good Team Leader and coordinate the work of the Project Steering Committee.

##### Qualifications & Experience:

1) A Successfully completed Bachelor's Degree in (B.Sc. Engineering) the relevant field, which is recognized by the University Grants Commission

or

A qualification recognized by the University Grants Commission as an equivalent qualification to the degree in the relevant field

or

An Associate membership/A similar professional qualification obtained from a recognized professional institution in the relevant field

and

At least 12 years post qualifying experience at Managerial Level, out of which 06 years should be in the Senior Managerial Level.

OR

2) A successfully completed Bachelor's Degree in the relevant field, which is recognized by the University Grants Commission

or

A qualification recognized by the University Grants Commission as an equivalent qualification to the degree in the relevant field

or

An Associate membership/A similar professional qualification obtained from a recognized Professional institution in the relevant field

and

Corporate/Chartered membership or a similar professional qualification obtained from a recognized professional institution in the relevant field or A Postgraduate Degree in the relevant field

with

At least 10 years Post qualifying experience in Managerial Level, out of which 05 years should be in the Senior Managerial Level.

OR

3) A Successfully completed Bachelor's Degree in the relevant field, which is recognized by the University Grants Commission

or

A qualification recognized by the University Grants Commission as an equivalent qualification to the degree in the relevant field

and

A Postgraduate Degree in the relevant field.

with

Corporate/Chartered membership or a similar professional qualification obtained from a recognized professional institution in the relevant field.

with

At least 08 years Post qualifying experience in Managerial Level, out of which 04 years should be in the Senior Managerial Level.

**Note:-** Coastal Construction and Engineering experience will be an essential qualification.

##### Salaries and Remunerations:

Initial Salary Step (PS1 of Management Services Circular No. 01/2019) Rs.160,000.00 + Government Approved Allowances (Initial step of salary is Rs.160,000.00 and negotiable up to Rs. 180,000.00, depending on related qualifications and experience relevant to the job)

#### Resettlement Specialist - (No. of vacancies - 01)

##### Job Description:

- Avoid, minimize and mitigate negative impacts of involuntary resettlement by facilitating the re-establishment of the affected people on a productive and self-sustaining basis and ensure that people adversely affected by development projects are fully and promptly compensated and successfully resettled. The livelihoods of the displaced persons should be re-established and living standards improved.
- Ensure that no impoverishment of people shall result as a consequence of compulsory land acquisition by the State for development purposes.
- Assist adversely affected persons in dealing with the psychological, cultural, social and other impacts caused by compulsory land acquisition.
- Make all affected persons aware of processes available for the redress of grievances which are easily accessible and immediately responsive.
- Have in place a consultative, transparent and accountable involuntary resettlement process with a time frame agreed to by the Project Executing Agency and the affected persons

#### Monitoring & Evaluation Specialist - (No. of vacancies - 01)

##### Job Description:

- Establishment and operation of the monitoring and evaluation system

- Providing information to the managers for decision making (related to the project activity)

- Maintaining the Web Based Management Information System.

- Preparation of periodical reports required by PD, MFAR, Treasury, and National Programme Coordinating Units, relevant Ministries, Departments, Institutions and Organizations etc.

- Carrying out the M&E function including direction of baseline survey and outcome survey, Desk evaluations, Case studies in the Districts

- Providing early warning of the problematic interventions and processes that need corrective action.

- Close coordinating with the government institutions, partner organisations, NGOs and private sector agencies and gathering required data and information on regular basis for the timely decision making on smooth functioning of the project.

#### Environmental Specialist - (No. of vacancies - 01)

##### Job Description:

- Oversee that the environmental requirements and recommendations are properly integrated in the designing and planning as well as during construction and operation of the project;

- Oversee further studies (Environmental Impact Assessments, Initial Environmental Examinations and additional studies if any etc.) related to the project outputs;

- Review the pre-bid documents and submissions of the contractor as well as Environmental Management Plans (EMP) submitted etc.;

- Ensure that applicable guidelines and criteria on environment are complied with the requirements during construction;

- Supervise regular monitoring activities during construction phase of the project;

- Ensure that mitigating measures and preventative actions are properly implemented and adequate measures are taken during construction and in cases where unexpected impacts arise;

- Prepare Environmental Monitoring Plans and regular reports on the activities undertaken and the results of monitoring for submission to appropriate authorities

##### Qualifications & Experience:

1) A Successfully completed Bachelor's Degree in the relevant field, which is recognized by the University Grants Commission

or

A qualification recognized by the University Grants Commission as an equivalent qualification to the degree in the relevant field

or

An Associate membership/A similar professional qualification obtained from a recognized professional institution in the relevant field

with

At least 10 years post qualifying experience at Managerial Level

OR

2) A successfully completed Bachelor's Degree in the relevant field which is recognized by the University Grants Commission

or

A qualification recognized by the University Grants Commission as an equivalent qualification to the degree in the relevant field

or

An Associate membership/A similar professional qualification obtained from a recognized Professional institution in the relevant field

and

A Postgraduate Degree in the relevant field or Corporate/Chartered membership or a similar professional qualification obtained from a recognized professional institution in the relevant field.

with

At least 08 years Post qualifying experience in Managerial Level.

OR

3) Class I officer of the Government All Island Services or a similar status in the relevant field.

with

At least 03 years of experience in the Class I post.

##### Salaries and Remunerations:

Initial Salary Step (PS3 of Management Services Circular No. 01/2019) Rs.140,000.00 + Government Approved Allowances (Initial step of salary is Rs.140,000.00 and negotiable up to Rs. 155,000.00, depending on related qualifications and experience relevant to the job)

#### Claim Specialist/Contract Engineer - (No. of vacancies - 01)

##### Job Description:

- Support the Project Director to provide overall direction in contracts administration for the project.

- Evaluate and settle variations and standard format of claims, and (Provide claims, risks and dispute settlement management support services)

- Reviewing interim payment applications and issuing interim certificates

- Provide claims, risk and dispute settlement management services by issuing variations and day work orders subject to agreed cost limits, reviewing interim payment applications and issuing interim certificates, offering advice in settling disputes that may arise between the Contractor and Employer and holding regular meetings between the Contractor and the Employer

- Offering advice in settling disputes that may arise between the Contractor and Employer and holding regular meetings between the Contractor and the Employer

- Prepare TOR for selection of consultants and assist procurements specialist in RFP preparation

#### Civil Engineer - (No. of vacancies - 02)

##### Job Description:

- Monitoring the progress of consultancy contract and preparation of reports in engineering aspects

- Advise TO and QS to prepare the Tender documents, expenses estimate and process main approval for the relevant constructions carried out by contractors.

- Recommendation of interim payment bills and final bills submitted by contractors.

- Overall responsibility to provide propositional and technical knowledge in mechanical and electrical engineering aspects required by the project

- Preparation of specifications, design of the main components, technical evaluations, testing and commissioning of the plant and the machinery

- Monitoring the work progress and prepare necessary reports

- Advise technical staff on mechanical and electrical aspects on technical matters to prepare tender documents, cost estimates and provide approval for the relevant constructions carried out by the contractors

- Recommendation of interim payment bills and final bills submitted by the contractors

- Analysis and solving of various issues with regard to mechanical and electrical matters arising during the work in progress of the project and contribute to team effort by resolving related issues as needed

- Analyse and distribute official duties to relevant PI&MU staff

- Supervise, monitor and make recommendations over their performance

- Maintain professional and technical knowledge on infrastructure development; benchmarking professional standards; reviewing professional publications; establishing personal networks and Contribute to team effort by resolving related results as needed

##### Qualifications & Experience for Claim Specialist/Contract Engineer and Civil Engineer

1). A Successfully completed Bachelor's Degree in the relevant field which is recognized by the University Grants Commission

or

A qualification recognized by the University Grants Commission as an equivalent qualification to the degree in the relevant field

or

An Associate membership/A similar professional qualification obtained from a recognized professional institution in the relevant field

or

2) An officer of the Government All Island Services Class III/II or above or similar status in the relevant field

with

##### Experience and Salaries & Remunerations for Category A Engineer

At least 07 years post qualifying experience in the relevant field or at least 07 years of experience in Class III/II post.

Initial Salary Step (PS4 of Management Services Circular No. 01/2019) Rs.115,000.00 + Government Approved Allowances (Initial step of salary is Rs.115,000.00 and negotiable up to Rs. 130,000.00, depending on related qualifications and experience relevant to the job)

##### Experience and Salaries & Remunerations for Category B Engineer

At least 05 years post qualifying experience in the relevant field or at least 05 years of experience in Class III/II post.

Initial Salary Step (PS4 of Management Services Circular No. 01/2019) Rs.100,000.00 + Government Approved Allowances (Initial step of salary is Rs.100,000.00 and negotiable up to Rs. 110,000.00, depending on related qualifications and experience relevant to the job)

##### Experience and Salaries & Remunerations for Category C Engineer

At least 03 years post qualifying experience in the relevant field

Initial Salary Step (PS4 of Management Services Circular No. 01/2019) Rs.75,000.00 + Government Approved Allowances (Initial step of salary is Rs.75,000.00 and negotiable up to Rs. 80,000.00, depending on related qualifications and experience relevant to the job)

**Note:** Priority will be given to category A

##### General Conditions/Instructions for all applicants

1. Appointment will be on contract basis for a period one (1) Year.
2. The application including the Curriculum Vitae/Bio Data prepared by the applicant with a set of certificates, certified by them as true copies shall be sent under registered cover to reach the **"Secretary, Ministry of Fisheries & Aquatic Resources, New Secretariat, Maligawatta, Colombo 10."**
3. The name of the post applied for shall appear on the top left-hand corner of the envelope.
4. Also, applications can be mailed with CV to <mfarddevelo@gmail.com> on or before 2020.08.14
5. For further information, please contact Mr. Kapila Janaka Bandara (Director, Development) on +94773410575 or +94112384639 within office hours)

**Secretary  
Ministry of Fisheries & Aquatic Resources  
New Secretariat,  
Maligawatta  
Colombo 10.**