



Airport & Aviation Services (Sri Lanka) (Private) Limited



We are looking for highly motivated individuals with right attitudes to fill the following vacancy at Bandaranaike International Airport

Post of Technical Officer (Quantity Surveying)

- 01. Job Scope** : Working hard to achieve goals of Civil Engineering (Planning and Design) Division efficiently, with sound knowledge in Quantity Surveying, taking challenges positively achieving corporate objectives of the company. Carrying out of pre-contract and post-contract activities maintaining high level of ethics, accuracy and professionalism.
- 02. Key Responsibilities** :
1. Maintaining confidentiality of the tendering process
 2. Maintaining accuracy of the quantities and following standard method (SLS 573, SMM7, CESMM4) of measurement when taking off quantities
 3. Maintaining accuracy of the estimated cost and updating price data base with market conditions
 4. Preparation of Bidding and Contract Document
 5. Preparation of cost estimates
 6. Conduct reviews on estimates
 7. Assist for Cost data collection, storing, maintaining and updating system required for estimation
 8. Taking off quantities and preparation of Bill of Quantities
 9. Calculation of inputs for Price Fluctuation formula published by CIDA and forecast price fluctuation of the project
 10. Assist in Arranging pre bid meetings and preparation of Tender Briefing Minutes
 11. Serve in Technical Evaluation Committees
 12. Review Bill of Quantities, updating Pricing data base
 13. Assist Technical Evaluation Committees during Tendering Process, Tender Evaluation and Negotiation

14. Assist for maintaining technical Specifications, information and records relevant to Building construction and Civil engineering works
15. Evaluation of Payment Applications, variations and other claims in relation to contracts and Preparation of Payment Certificates
16. Preparation labour and material schedules
17. Preparation Financial progress reports of the projects

03. Qualifications : a. The National Diploma in Technology in the Civil Engineering with Quantity Surveying as a Component or a subject, awarded by the University of Moratuwa

OR

b. The Higher National Diploma in Engineering in the Civil Engineering with Quantity Surveying as a Component or a subject, awarded by the Advanced Technological Institute

OR

c. The National Diploma in Engineering Science in the Civil Engineering with Quantity Surveying as a Component or a subject, awarded by the Institute of Engineering Technology

OR

d. Diploma in Technology in the Civil Engineering with Quantity Surveying as a Component or a subject, awarded by the Open University of Sri Lanka

OR

e. Technician Certificate, Technician Diploma & Advanced Technician Diploma (Part I & Part II of Old Syllabus + 4 years post qualifying experience) in Quantity Surveying field of City & Guilds London Examination

AND

f. Should possess a minimum of three (03) years' post qualifying experience in the relevant field in reputed organizations (03 years' of work experience should be acquired from the date of one of the above qualifications awarded)

04. Age : Should be below 35 years on the closing date of applications

05. Salary : The remuneration package offered will be attractive. In addition the selectee will receive attractive fringe benefits.

06. Method of Selection : By a written test and an interview.

General

The selected candidate will have to perform duties at any Airport in any part of the Island as and when necessary.

If you are interested and possess the relevant qualifications and experience please send in your resume prepared according to the specimen application given in our Website (<http://www.airport.lk>>Corporatate>Careers) with copies of the relevant certificates to be reached to the address "**Chairman, Airport & Aviation Services (Sri Lanka) (Private) Limited, Bandaranaike International Airport, Katunayake**" on or before **March 04, 2025** **only by Registered Post or Courier Service**. Please indicate the post applied for on the Top Left Hand Corner of the Envelope.

Please note that the applications without copies of the relevant certificates and/or forwarded in other modes and/or not in accordance with the specimen given on our Website will be rejected.

Please note that only qualified candidates will be notified at all stages of the selection process.

**CHAIRMAN
AIRPORT & AVIATION SERVICES (SRI LANKA) (PRIVATE) LIMITED
BANDARANAIKE INTERNATIONAL AIRPORT
KATUNAYAKE**

Advertised on 23/02/2025