



We are looking for highly motivated individuals with right attitudes to fill the following vacancies

POST OF SUPERVISOR CIVIL /MAINTENANCE GRADE III

1. **Job Scope** : Supervision of Construction, Refurbishment and Maintenance of infrastructure facilities and operations at works in respect to Civil Engineering Discipline. Further supervision, of routine maintenance and repair works under the respective Technical Officers attending faults reported by Duty Manager/ through Civil Engineer or Duty Engineer through Senior Civil Engineer and faults observed at inspections in consultation with Technical Officers.
2. **Key Responsibilities** :
 1. Inspections of Aerodrome in accordance with the Aerodrome Manual on runway, taxiway, roads to check for surface conditions / defect and pavement markings and make arrangements to remove surface contaminates mechanically or manually.
 2. Inspection of buildings and other Civil Engineering infrastructure facilities in Airport premises in accordance with the Slandered construction practices and make arrangements to obtain materials from general stores.
 3. Instructing, directing and supervising the maintenance and repair works at taxiway, runway, aprons, service roads, other pavements, unpaved areas, fences, buildings and utility works etc. with other construction work related to the above.
 4. Supervision of works carried out by contractors/direct labours and reporting the quality and progress of work to respective TO, detailing labour for maintenance and repair/ new works in accordance with the priority getting the required outputs.
 5. Daily inspection of the Aerodrome/ buildings assigned to the respective building group and routine joint inspection of the buildings with the TO with representatives of respective buildings/ user departments.
 6. Assisting Technical Officers to Estimate the capital and operational expenditure, Estimate new works, planning TO/ACE to update the monthly financial statements, carryout duties as for the duty roster authorized by Head of Civil Engineering and make arrangements for VVIP Movements in consultation with Technical Officers.