

TERMS OF REFERENCE

PMO/MPW

Post Title:	Senior Material/ Pavement Eng. Specialist
Type of Appointment:	National Contracted Staff
Duration:	One year (3 month probation)
No. of Post	1
Duty Station	MPW/PMO - Kabul
Salary	As per NTA salary scale (Grade B)
Work hours	Full time
Vacancy No	MPW/PMO/HR-006
Date of announcement	31 January 2021
Closing Date	13 February 2021
Gender	Male/Female

1.0 Background

Program Management Office of the Ministry of Public Works have an ongoing portfolio in transport sector from the various Grants provided by Asian Development Bank (ADB). Currently PMO is implementing Various National Highways projects and System Development project and is designated to handle the implementation related tasks that includes

(a) procurement civil works and consultants' services, (b) monitor the progress of day-to-day project implementation, (c) accord various approvals including approval for variations, extension of time, (including obtaining approvals of the donors) etc. (d) prepare progress reports (e) prepare withdrawal applications for disbursement, (f) maintain project accounts and complete loan financial records for auditing and (g) ensure compliance with various Loan and Grant covenants, etc.

2.0 Job Description

- Advise the Team leader and Program director on the Contractors' compliance on material specifications and testing,
- Work with the construction supervision team to ensure quality of mix, materials and works meet the specifications
- Review the Mix design of concrete, asphalt and modify the design for best practice.
- Should have comprehensive and practical skill in the type, causes and repair of asphalt distresses.
- Should have comprehensive and technical skill in the mix design, testing and pouring of pre-stressed concrete, High strength concrete and tendon.
- Review pavement design and provide appropriate solution for the pavement design.
- Should have comprehensive skill of material (Soil, Sand, aggregate, Steel, admixture & Asphalt) testing.
- Should have Practical experience with standards (AASHTO, ASTM & ANSA)

- Should have Practical experience in MS-1, MS-2 of Asphalt institute.
- Review and modify the project Specification and provide appropriate solution based on the site condition and material behaviors.
- Provide better replacement for poor material with considering of cost based on project characteristics.
- Consider the economy in all portion of material and pavement of project.
- Travel to the project site and inspect the project activities based on the technical specifications, contract documents & BoQs.
- Provide input to the technical team, review the test reports, technical recommendations, design reports and studies and issue comments for incorporation or compliances of nonconformance instances based on Contract provisions
- Monitor Pavement design process, investigations, proposal and recommendations for approval.
- Coordinate and supervise the testing by field teams in supervision and certification of construction in accordance with Contract conditions including acceptance standards of materials, approval of source supply, compliance to QA/QC procedures, supervising setting up laboratories, mix designs etc.
- Conduct technical meetings with the counterparts and team members to efficiently address issues of concern
- Conduct quality functions based on Project Quality Management System (PQMS) of Company and coordinate/interface with Project Quality Management Representative (QMR).
- Inspect laboratories for approval, validate Inspection and testing plan and testing procedures.
- Selecting the best combination of materials and (or) mixes meeting the specification and contract requirements for specific purposes.
- Monitoring and checking calibration of plants, equipment and testing instruments
- Monitoring of tests in field and in labs for acceptance based on Contract requirements
- Supervising quality control throughout the construction and production process;
- Monitoring plant conditions and material production during construction phase
- Helping to ensure that products comply with national and international legal and quality standards.
- Approval of source of materials, keeping track of the testing, quality and usage of materials procured for the works,
- Advising on inspection, maintenance and repair procedures;
- Supervising the work of materials engineering technicians and other staff;
- Assist the construction supervision consultant in the issues relevant to quality related instructions, reviews, nonconformance and recommendations on the preparation of Quality assessment reports.
- Assist in maintaining organized document archive for efficient tracking of all Quality related documents, data, RFIs, NCRs, submittals, documents, reports, approvals etc.
- Should have practical skill in the usage of AutoCAD.
- Regular site visits as directed by Program director of PMO.
- Any other task assigned by the program director.

3.0 Job Requirements:

The interested candidate should possess preferably a Master degree in Civil Engineering with specialization in road constructions, having 5 years' experience in the Material & Pavement, and Bachelor Degree in Civil Engineering with 7 years, preferably in a similar position

handling Material & Pavement in road /bridge construction projects, with good written and oral communication skills in English, Pashto and Dari.

- At least 5 years' relevant experience in Material & Pavement of large-scale infrastructure projects.
- Professional familiarity with the International and National Highway Material Standards required

4.1 Submission Guideline:

Interested candidates are requested to forward their applications and detailed CV in PDF format clearly indicating the position (Senior Material/ Pavement Eng. Specialist – MPW/PMO/HR-006) applied for in the subject of your email to PMO Office of Ministry of Public Works through email at pmo.recruitment@gmail.com with a copy to adbafrm@adb.org, without mentioning the position title/vacancy number your application may not be considered. Application received after 13 February 2021, will not be shortlisted for written test/Interview.

Note: Only Shortlisted candidates will be contacted.

Female Candidates are highly encouraged to apply.

Submission Email:

pmo.recruitment@gmail.com