

## **TERMS OF REFERENCE**

**Post:** Building Services Engineer

**Reporting relationship:** Head of Department

**Gross Salary:** MVR 21,805

### **RESPONSIBILITIES AND DELIVERABLES:**

- Advise the Project implementation unit of any technical aspects of building services (mechanical, electrical and plumbing) required for the social housing projects.
- Review and approve the services drawings submitted by the contractor.
- Manage, monitor, interpret and explain the building services (mechanical, electrical and plumbing) design and detail documents submitted by the contractor.
- Formulate the checking procedures required for the evaluation of building services (mechanical, electrical and plumbing) during the design stage.
- Review of the employers requirement and make recommendation to ensure compliance with relevant standards, and regulations.
- Identify and conceptualize the building services (mechanical, electrical and plumbing) requirement for social housing projects in Maldives.
- Ensure that all materials proposed are in accordance with the specifications indicated in the contract document
- Collaborate with the management, contractors, engineers, architects and key team members of the project team as needed.
- Attend project meetings held with relevant stakeholders to provide the technical assistance required for mechanical services.
- Review the operation and maintenance manuals submitted by the contractors; and provide guidance where necessary in establishing operation and maintenance procedures for the building services (mechanical, electrical and plumbing) of social housing projects.
- Assist and advice Project Implementation Unit in preparing and revising project activities and services details and assistance when required by the Government and the relevant funding agency.
- Assist in the review/evaluation of project reports and documents.
- Prepare reports regarding job status

### **EMPLOYEE SPECIFICATION (QUALIFICATIONS AND EXPERIENCE)**

1. Completion of MQA Level 7 Qualification in Building Services Engineering or related field.
2. Must have overall 3 years of experience in construction/engineering or related field with minimum 2 years of professional work experience in Building Services Engineering

## **SKILLS AND COMPETENCIES**

- Experience in strategic planning and risk management.
- Experience in building services work under housing sector, including high rise buildings.
- Proficiency in MS project, AutoCAD, Microsoft Office.
- Highly organized and should be able to multitask.
- Strong analytical, problem-solving and conceptual skills.
- Good interpersonal and communication skills.