

## **TERMS OF REFERENCE**

**Post:** Building Services Engineer

**Reporting relationship:** Head of Department

**Type of Employment:** Contract (12 Months)

### **BACKGROUND**

FDC is seeking a Building Services Engineer with relevant experience and background to fulfill the corporation's needs

### **KEY RESPONSIBILITIES:**

1. Advise the Project implementation unit of any technical aspects of building services (mechanical, electrical, and plumbing) required for the social housing projects.
2. Extensive presence at the site and active engagement in monitoring the works of the project and staff is expected, along with ensuring that orderly progress is made on site.
3. Review and approve the services drawings submitted by the contractor.
4. Manage, monitor, interpret and explain the building services (mechanical, electrical and plumbing) design and detail documents submitted by the contractor.
5. Formulate and actively undertake the checking procedures required for the evaluation of building services (mechanical, electrical, and plumbing) during the design stage.
6. Review the employer's requirement and make recommendation to ensure compliance with relevant standards and regulations.
7. Identify, conceptualize, and formulate the building services (mechanical, electrical and plumbing) requirement for social housing projects in Maldives.
8. Ensure that all materials proposed are in accordance with the specifications indicated in the contract document
9. Collaborate with the management, contractors, engineers, architects and key team members of the project team as needed.
10. Attend project meetings held with relevant stakeholders to provide the technical assistance required for mechanical services.
11. Review the operation and maintenance manuals submitted by the contractors; and input where necessary in establishing operation and maintenance procedures for the building services (mechanical, electrical and plumbing) of social housing projects.
12. Actively engage with the Project Implementation Unit in preparing and revising project activities and services details and assistance when required by the Government and the relevant funding agency.
13. Undertake the review/evaluation of project reports and documents.
14. Prepare reports for the management team and board as and when required

## **REQUIREMENTS**

- Completion of MQA Level 9 Qualification in Building Services Engineering with 3 years of experience in Building Services Engineering; or
- Completion of MQA Level 7 Qualification in Building Services Engineering with 8 years of 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.

## **Working Arrangement**

- Deliverable based + minimum 20 contact hours with the team at FDC Office and / or on site per week.

## **Payment Terms**

- Monthly Payment: MVR 23,175
- Invoice must be submitted before 5th of each month with the detailed list of work carried out.