JOB DESCRIPTION

Position: Pavement Engineer
Location of position: Suva
Reporting to: ADB Programme Manager

OBJECTIVES
The primary objective for this role is to provide support to the Programme Manager by providing oversight and pavement designing knowledge to all aspects of assigned projects, ensuring all work is completed to the required professional standards, within the required timeframes and within expected budget parameters. Task would include preparation and review of pavement engineering reports for highways, airports, roads and parking lots, proposal preparation for new projects, project management activities including data collection and analysis, report writing.

KEY DUTIES AND RESPONSIBILITIES

Depending on skills and experience, key duties and responsibilities may include:

- Develop, plan, organize and carry out pavement evaluations and investigations, and geotechnical investigations for highways and roads in Fiji.
- Oversight and management of projects ensuring all work is completed to the required standard, within the agreed timeframes and within approved budget limits;
- Provide technical supervision of field inspection and testing staff at construction sites and in the office;
- Exercise professional and technical judgement in producing project status reports for senior FRA staff
- Proactively address stakeholder concerns ensuring adequate consultation occurs and concerns are addressed and mitigated
- Ensure all engineering designs are appropriate, specific to location and suitable for purpose
- Perform review of detailed engineering analysis, design and reporting for assigned projects;
- Ensure timely reporting of projects with attention to costs, assigned budgets, known and emerging risks, safety performance, environmental impacts, community feedback and FRA response
- Ensure adequate consultation with affected parties occurs
- Other duties as directed by the ADB Programme Manager
ADDITIONAL RESPONSIBILITIES

- Such additional functions and duties as the line Manager may from time to time require.

REQUIRED PERSONAL ATTRIBUTES

- Excellent organisation and planning skills
- Ability to communicate effectively with a wide range of stakeholders
- Sound written communication skills
- Possess a results driven, value for money focus
- The desire to engender a culture where there is a high level of personal accountability and a will to perform well
- Excellent negotiation skills
- High level technical skills

COMMON ACCOUNTABILITIES

Compliance

Ensure that all actions of the FRA and its contractors and other agents are at all times within the law.

Ensure that all actions are within such powers as may have been delegated by the FRA.

Compliance at all times with the FRA’s Procurement Plan, Contracts Management Policy, Asset Disposal Policy, Complaints and Requests for Service Policy and all such other policy decisions that the appointed Authority or the CEO may make.

Full compliance with the adopted risk management framework within the area of responsibilities.

General Management

In all decision-making (at all levels) identify all reasonably practicable options for achieving the objective of the decision and assess the economic, environmental and social impacts of each option in order to identify the preferred option.

In all work relating to the particular area of responsibility be satisfied that value for money is being achieved – and that the FRA assets are being managed in the most effective, efficient and optimized way possible – in a manner that will ensure preservation of their long term service capacity and integrity.

Protection of the Authority’s intellectual property rights.

Protection of the Authority’s reputation.
Good public relations.

**Emergency Management**
Contribute to the formulation of, participate in the preparation of, and participate in regular training relating to a Business Continuity Plan and an Operations Recovery Plan.

**Personal Performance**
The personal performance of all employees will be evaluated against their respective Specific Accountabilities and these Common Accountabilities annually – following submission of FRAs Annual Report to the Minister.

The ADB Programme Manager will appraise the Pavement Engineer and will be reviewed by the Chief Executive Officer.

**Mandatory Requirements**
To be successful, the incumbent must have:-

- Degree in Civil or Geotechnical Engineering from a recognised reputed institution;
- 11 - 15 years of work related experience, including pavement engineering, geotechnical engineering, pavement management, pavement construction.
- Pavement condition assessment and evaluation expertise in use of Falling Weight Reflectometer (FWD) machine/ outputs. Experienced in load transfer efficiency (LTE) and International Roughness Index (IRI) calculation for pavements
- Extensive knowledge of pavement construction methods, materials and specifications;
- Experienced in Materials Characterisation, Mix design of Soil Treatments/ Modification, Cement and Bituminous Stabilisation, Granular Layers, Asphalt and Concrete works
- Demonstrated competence in structural design of highway, airport and municipal pavement design methods and use of Mechanistic Methods of Design of Pavements using software “Circly 6.0” and AASHTOwares based on AASHTO guide MEPDG.
- Experience in preparing, reviewing/ approving pavement design, due diligence, Life Cycle Cost analysis and pavement management, engineering and condition assessments including analysis of FWD, smoothness and friction data;
- Ability to communicate effectively with a wide range of stakeholders; Excellent English communication skills, written and verbal;
- Excellent Report Writing as per ADB/WB standards
- A high level of personal accountability and ability to perform well in a results orientated team; Ability to work well under pressure and meet stringent timelines;
- Valid driving license (Manual preference).