

GOVERNMENT OF PAKISTAN
COMPETITION COMMISSION OF PAKISTAN



PROJECT MANAGER

Competition Commission of Pakistan intends to hire the services of an experienced (Civil Engineer) Project Manager to supervise and monitor the construction of CCP's office building situated in G-10/4, Mauve Area, Islamabad.

MINIMUM QUALIFICATION:

Post Graduate Professional Civil Engineer duly registered with Pakistan Engineering Council (PEC) having minimum of 15 years of building and construction experience with Govt. /Semi Govt. /Reputable Private or Public organizations. Preference will be given to candidates having proven experience of managing and executing mega projects in public sector.

MINIMUM AGE: 40 Years

SALARY PACKAGE: Market Competitive

CONTRACT PERIOD:

Two years or extendable as per requirement and subject to satisfactory performance. Detailed Terms of Reference (TOR) are placed at the websites of CCP and PPRA, which may be downloaded from www.cc.gov.pk and www.ppra.gov.pk.

INSTRUCTIONS:

- i. Application of only those candidates having degree(s) from PEC recognized institutes shall be entertained.
- ii. Only shortlisted candidates shall be called for interviews.
- iii. No TA/DA will be admissible to any candidate appearing for interview.
- iv. Candidates should submit their application /CVs along with attested copies of degrees and relevant documents along with 02 passport size photographs within 15 days of publication of the advertisement.
- v. For further information and interview related queries, please contact 051-9100260-3

DEPUTY DIRECTOR (HR)

**Human Resource Department, Competition Commission of Pakistan 11th Floor ISE
Towers Blue Area, Islamabad**

TERMS OF REFERENCE (TOR)

The Project Manager-(Civil Works), as the Employer's Representative under the contract, will have following responsibilities and duties:-

- Hiring of consultants and contractors as per PEC and PPRA rules.
- Coordinate with consultants to prepare tender and bidding documents for hiring of contractors as per PEC and PPRA rules.
- Carryout cost estimation for project budgeting.
- Liaison with Architects/Consultants to prepare the proposals and building designs as per building by laws and concerned authorities.
- Monitor construction works and ensure quality of works as per specifications, norms, civil engineering standards and drawings.
- Liaison with Architects/Consultants to prepare the drawings and technical specifications
- Attend third party inspections as necessary; examine the contractor's claims for variations/extension, additional compensation, etc., and prepare recommendation for approval from Competent Authority.
- Check measurements for works completed and in-progress and to verify interim payment certificates for making payment to the consultants/contractors.
- Scrutinize and approve the contractor's detailed work program including contractor's resource planning.
- Scrutinize and approve construction methods proposed by contractor.
- Prepare monthly progress and project completion reports.
- Maintain detailed records of measurement of the completed works, correspondence, detailed diaries, photographs, daily site records including other documents concerning relevant events and activities.
- Check and certify 'as-built' drawings for the works prepared by the contractors at the end of assignment.
- At the completion of the works, prepare a consolidated Project Completion Report as per organization requirements.
- Inspect the works at appropriate intervals during defect liability period and recommend for certification.
- Resolve any contractual disputes with contractors/consultants arising during project duration as per PPRA rules.
- Training and skill development of engineering staff:
 - Assist employer in hiring technical staff for building works if required.
 - Any other additional construction related tasks.