

VACANCY NOTICE

SAINT LUCIA SOLID WASTE MANAGEMENT AUTHORITY

POST OF ENGINEER

Applications are invited from suitably qualified candidates to serve in the post of **ENGINEER** at the Saint Lucia Solid Waste Management Authority (SLSWMA).

1. MINIMUM QUALIFICATIONS

- i. A bachelor's degree in Civil Engineering and/or Environmental Engineering from a recognized university, with five to seven (5 - 7) years practical work experience in a similar position.
- ii. Post graduate qualification in Environmental Engineering or Environmental Management or Solid Waste Management.
- iii. Project management training / certification.
- iv. Registered Professional Engineer in Saint Lucia
- v. Exemplary verbal and written skills in English.
- vi. Working knowledge of the Waste Management Act and other relevant legislation.

2. REPORTING RELATIONSHIP

The Engineer will work under the direction of and report to the General Manager.

3. DUTIES / RESPONSIBILITIES

- i. Provides technical support to the SLSWMA in general and specifically to the Operations Unit for the management of the landfill.
- ii. Development and implementation of project plans and schedules.
- iii. Preparation and management of project budgets and tracking of expenditure for the same.
- iv. Provides strategic direction and guidance to align projects and programmes with organizational goals and objectives.

- v. Monitors project and programme progress and performance, identifying and addressing any issues or risks that may arise.
- vi. Coordinates and oversees the administration of civil works and engineering related contracts. Duties in this regard include but are not limited to:
 - 1. facilitating the requisite design solutions.
 - 2. facilitating the procurement of goods and services including:
 - a. preparation and/or review of terms of reference.
 - b. preparation and/or review of technical specifications.
 - c. preparation and/or review of bidding documents.
 - d. evaluation of technical and financial proposals.
 - e. management of contract negotiation processes.
 - 3. management of consultants and contractors.
 - 4. review and approval of certificates / requests for payment for works undertaken.
 - 5. development and institution of emergency response planning regimes for all SLSWMA waste management facilities and other premises.
- vii. Serves as the Project Manager for waste resources engineering and construction projects implemented by the SLSWMA, providing oversight for but not limited to:
 - 1. landfill cell design, closure and post closure care.
 - 2. landfill extension works.
 - 3. landfill leachate systems.
 - 4. landfill gas systems.
 - 5. development and implementation of a site fill plan for the Deglos Sanitary Landfill.
 - 6. establishment of a regular regime for environmental monitoring and analysis at the two waste disposal facilities.
 - 7. road construction and maintenance.
- viii. Prepares monthly reports, including recommendations as required, on the progress of work undertaken and as defined by this job description.
- ix. Any other related duties as assigned by the General Manager to advance the operations of the SLSWMA.

4. SALARY AND EMPLOYMENT TYPE

Salary will be within the salary scales set by the SLSWMA. Employment is contractual.

5. APPLICATION PROCESS

Applications along with certified detailed particulars of qualifications, training and experience, together with two (2) references should be submitted on or before **20 September 2024**.

Applications should be submitted via email to gmslswma2022@gmail.com or delivered to the following address:

**General Manager
Saint Lucia Solid Waste Management Authority
Maurice Mason Avenue
Sans Souci, Castries
Saint Lucia**