

DIRECTOR OF DRAINAGE

Kind of Work:

Responsible professional and administrative work in directing a programme of drainage, irrigation, reclamation, river and coastal engineering works.

Distinguishing Features of Work:

An employee in this class is responsible for the efficient planning and execution of all drainage, irrigation, reclamation, river and coastal construction and maintenance work throughout the territory and for the collection and dissemination of hydrological data. Work also involves the coordination of the three Branches of the Division, directing as regards policy and priority, acting as advisor on all matters dealing with drainage, irrigation, reclamation, river and coastal engineering works and submitting plans and policies concerning the current and projected development of the country in these fields. Work is usually assigned in consultation with the Permanent Secretary and is performed with a degree of initiative and independent judgment. Technical guidance is available from the Chief Technical Officer, when required. Work is subject to review for accomplishment and adherence to policy through inspections, discussions and an analysis of reports.

Examples of Work:

Directs investigational surveys and prepares and submits plans, policies and reports concerning projected work on the country's drainage, irrigation, reclamation, river and coastal engineering projects.

Organises, plans and directs all activities in the Hydraulics Division of the Ministry of Works.

Maintains or ensures maintenance of liaison with the Hydrological Decales Committee of Trinidad and Tobago.

Checks and approves cost estimates for projects and checks and approves expenditure returns and various related documents.

Prepares draft estimates for divisional programmes and ensures that funds to carry out such programmes are efficiently and economically used.

Checks and approves of designs and specifications for hydraulic works and acts as advisor on hydraulic matters.

Organises, plans and supervises the work of a group of professional engineers and other subordinates.

Inspects hydraulic works upon completion and reviews and comments upon report submitted by higher level professionals.

Performs related work as may be required.

Required Knowledge, Skills and Abilities:

Extensive knowledge of the principles and practices of Civil Engineering.

Extensive knowledge of the methods, techniques and materials used in the design, construction and maintenance of Civil Engineering works with particular reference to hydraulic engineering works.

Extensive knowledge of the drainage areas of the territory and of the factors involved in undertaking a programme of hydraulic development.

Considerable knowledge of public administration.

Skill in the use and care of standard Civil Engineering field and office instruments.

Ability to supervise professional engineers and other workers.

Ability to establish and maintain effective working relationships with other employees and the public.

Minimum Experience and Training:

Extensive (over 8 years) experience in the practice of Civil Engineering with particular reference to hydraulic engineering and including considerable (4 to 8 years) experience in an administrative capacity and training as evidenced by a degree in Civil or Structural Engineering from a recognized University or Technical Institute; or any equivalent combination of experience and training.