

JOB DESCRIPTION			
BASIC INFORMATION			
Position Name	Civil Engineer		
Function	Water/Wastewater	Job Code	
Department	Utilities Operations		
Section	Utilities Operations	Location	Duqm
Reporting To (Functional Title)	Senior Utilities Operations		
Number of Direct Reports	N/A		
ROLE PURPOSE			
To support the water and wastewater Utilities operations team in Duqm by coordinating the interface between contractors, consultants, and relevant authorities, supporting in the scope of work, design, evaluation, technical clarifications, etc., checking the construction works, and reporting progress in order to ensure meeting related requirements and standards within schedule.			
ACCOUNTABILITIES AND RESPONSIBILITIES			
1. Coordination & Support			
Coordinate between contractors and consultants during the Design phase in order to ensure the designs follow the Minimum Function Specifications (MFS). Support the contractors in any technical queries to ensure clarity and compliance to related policies & procedures. Support interface between contractors / consultants and relevant authorities to ensure smooth and timely operations.			
2. Design Support			
Support in the preparation of the scope of work, specification, tender strategy, technical clarifications, evaluation, and any other activity related to civil/structural engineering. Prepare design drafts and utilise Auto-CAD as needed in order to maintain civil/structural standard specifications pertaining to site layout, grading, landscaping, drainage, and corridor management. Resolve and facilitate design issues to ensure meeting related requirements and standards on schedule.			
3. Construction Support			
Facilitate and monitor construction works to ensure that they are going as per the planned schedule and as per the approved designs. Check site installation works to ensure that civil works and structures are installed and functioning as per the specifications.			
4. Reporting			
Report progress throughout the various project stages to support Management's sound decision making.			
5. Policies & Procedures			
Comply with the implementation of departmental policies and procedures, to ensure that all relevant procedural and legal requirements are fulfilled.			
6. Health, Safety & Quality			
Comply with all relevant health, safety, and quality requirements, in order to guarantee employee safety and legislative compliance.			
7. Continuous Improvement			
Contribute to the identification of opportunities for continuous improvement of systems, processes and practices taking into account 'leading best practices', improvement of business processes, cost reduction and productivity improvement.			
COMMUNICATION CHANNELS			
Internal		External	
<ul style="list-style-type: none"> ▪ Project Team ▪ O&M Team ▪ Customer Service Team 		<ul style="list-style-type: none"> ▪ Contractors & Consultants ▪ SEZ-D/OPAZ ▪ Duqm Government Authorities ▪ Investors 	
ROLE REQUIREMENTS			
Educational & Professional Qualifications and Experience			



Minimum Qualifications:

- Bachelor's Degree in Civil Engineering or equivalent from an accredited university
- Proficiency in English & Arabic is a must
- GPA average of at least 3
- Omani Nationality

Minimum Experience:

- N/A

Skills and Competencies

- **Generic Skills:** Communication skills, Computer literacy (ERP), Microsoft tool (Excel, Power Point, Visio, Word)
- **Job Specific Skills:** Customer orientation, Detail-oriented, Interpersonal skills, Adaptability, Proactiveness, Results/Target oriented, Knowledge with engineering tools and Auto-CAD, Knowledge in Civil and Structural Engineering field, Knowledge of international codes & standards welding
- **Behavioural Competencies:** People Centricity & Collaboration, Integrity & Professionalism, Agility & Innovation

Disclaimer: The content of this job description is aimed to illustrate a general description of the respective job and is not to be construed as entirely comprehensive.