

<b>Job Title:</b>	<b>Director Infrastructure</b>		
<b>Role and Responsibilities</b>			
<ol style="list-style-type: none"> <li>1. Providing strategic directions for infrastructural development;</li> <li>2. Planning infrastructural revival, rehabilitation and development</li> <li>3. Managing feedback loops and ensuring implementation within the defined timelines;</li> <li>4. Oversee infrastructure project management component;</li> <li>5. Coordinating with line departments for problem/trouble shooting;</li> <li>6. Coordinating with dedicated units in respective departments for handholding;</li> <li>7. Monitoring and evaluation of all infrastructural development activities;</li> <li>8. Development of strategies and activities to address the technical capacity constraints in infrastructure development;</li> <li>9. Evaluating damages assessment database of private properties for the purpose of cash grants;</li> <li>10. Coordinating sectoral sub-projects and its prioritization for spearheading interventions in roads &amp; building sector, Watsan sector, etc.</li> <li>11. Defining sector-wise SOPs for infrastructural development;</li> <li>12. Responsible for hiring, mentoring, counseling, performance reviews, accountability and disciplinary actions for the Engineering and Design team which is comprised of systems, networking, datacenter, and on-call staff;</li> <li>13. Allocating equitable resources within the unit consistent with the budget and mission;</li> <li>14. Defining standard of quality within the specified constraints of time and cost;</li> <li>15. Monitoring and controlling the projects, including reporting progress against plans and stakeholders initiatives;</li> <li>16. Directing and motivating the sub-sectors focal persons and other involved in the dedicated units;</li> <li>17. Managing risks, including developing contingency plans;</li> <li>18. Liaising with other Directorates or related projects to ensure that work is neither overlooked nor duplicated;</li> <li>19. Taking responsibility for overall progress and use of resources and initiating corrective action where necessary;</li> </ol>			
<b>Last Updated By:</b>	Web Administrator	<b>Date/Time:</b>	26 October 2009