

a) Description of Position

Position: Geotechnical Engineer	Level: 7
Type of the Position: Project Contract (Performance Based)	
Work Station: any place as assigned by Supervisor/ Project Manager.	
Reporting Lines : Supervisor / Project Manager	
Required minimum qualification and Experience: Bachelor's Degree in Civil Engineering with experience in Geotechnical Design /Analysis of Hydropower projects.	
Preference : Master's degree in Geotechnical Engineering and experience in hydropower projects.	

b) Job Summary

During the project study and implementation, responsible for supervision and recording of all construction operations, survey works, coordination, quality control, construction of camp facilities, access roads, local area development works, liaison with stakeholder and other duties as directed by the Project Manager.

c) Job Description and Responsibility:

- i. Assist Project Manager (PM) to monitor day-to-day works of the Consultant/ Contractor.
- ii. Assist PM to review drawings as well as in planning & scheduling of the project.
- iii. Review and design of geo-technical components of Hydropower and other infrastructure /facilities.
- iv. Support PM to identify and resolve the geotechnical problems.
- v. Assist PM to coordinate with the Consultant in regards to assurance of construction quality, time and cost control.
- vi. Plan and conduct joint geological mapping with the Contractor/ Consultant, if necessary.
- vii. Assist PM to carryout periodic quality checks as required.
- viii. Assist PM to monitor daily, weekly, monthly plan with project plan.
- ix. Assist PM / Contract Unit (CU) to prepare the tender/ contract documents and its evaluation for the procurement of mechanical works, goods and services.
- x. Support PM/ CU to analyze the claims, variations, extension of time etc.
- xi. Support PM/ CU to check & verify the Contractor's payment statements.
- xii. Review the project interface in the implementation schedule submitted by the Consultant and suggest appropriate measures for correction, if required.
- xiii. Assist PM to conduct meetings with all project parties in a regular manner.
- xiv. Assist PM to ensure "As Built Drawings" prepared and well documented.

- xv. Assist PM for progress report preparation.
- xvi. Ensure reliability of progress report submitted by the Consultant/ Contractor.
- xvii. Assist PM to carry out EIA/ IEE, licensing works (*Obtain/Renewal/Update*), Connection agreement, PPA and other regulatory works with Line Agencies.
- xviii. Interact and assist same/other divisions of the organization from time to time as per requirement.
- xix. Perform any other duties as assigned by the Company.

Agreed and accepted by: Position holder

Name:.....
Signature:.....
Date:

Supervisor

Name:.....
Signature:.....
Date:

Approved By: Managing Director

Name:.....
Signature:.....
Date: