

CENTRAL ELECTRICITY BOARD

Post : Senior Technical Officer (Civil)

Duties and Responsibilities

1. To attend to emergency and routine maintenance works as requested by various sections.
2. To carry out inspection of buildings, substations and yard with a view to preparing a programme for maintenance works.
3. To prepare cost estimates for minor works and issue quotations.
4. To draw free hand sketches or scale drawings for minor modification to existing construction or small new construction.
5. To ensure safety of site before handing over and start of works by Contractor as per established Procedures.
6. To supervise works including:
 - a) repairs to building, generally including painting, woodwork, glazing, plumbing, sanitary appliances, repairs and/or replacement, masonry works and roof treatment;
 - b) maintenance work to Power Station building, pipelines, valves sluice gates and screens;
 - c) general cleaning of CEB's premises, weeding, reinstatement of yard and tarmac;
 - d) monitoring of all Building and Civil works, checking quality and workmanship of all civil and structural works to ensure that works are executed with workmanship of the best quality;
 - e) levelling works using theodolite; and
 - f) attending to the manufacture and testing of concrete poles etc.
7. To perform such other related duties appropriate to the post as may be assigned by the superior officer.