

Job Description of Assistant Director (Water Supply & Sanitation / PPS-6)

1. Should be able to monitor & evaluate complex projects of Water Supply & sanitation
2. Should participate in project planning and coordination with government departments, consultants and contractors.
3. Provide help to Director monitoring in developing Work Break down Structures (WBS) along with resource loaded project activities.
4. Should provide insight of monitoring and control of development project activities with triple constraints.
5. Must be able to measure project progress in terms of project Earned Value Analysis to gauge and control the project financial and physical status.
6. Capable of handling potential delays and suggest preventive actions.
7. Will facilitate competent authority in procurement of project consultants and equipment/ machinery in line with PPRA 2014.
8. Should be able to write project performance report.
9. Managing Monthly Progress Reports (ADP/PSDP), Analysis and Finalization