

# AUDIT OFFICE OF GUYANA

## VACANCY

THE AUDIT OFFICE OF GUYANA is seeking to recruit qualified individuals to fill the following positions:

- 1 Engineer, Works and Structures Department
- 1 Manager, Works and Structures Department

Below are details for each position.

### **1. Manager, Works & Structures Department**

#### **Education:**

Incorporate or Licentiate member of a Quantity or Building/Construction/Civil Engineering international Professional Body. B.Sc. in Quantity Surveying or B.Sc. in Urban and Regional Planning or BEng in Building and Civil Construction/Engineering.

#### **Experience:**

Professional employee requiring over ten years' experience acquired through a combination of on-the-job training and planned courses of development and instruction. Three (3) to five (5) years post qualification experience in an Engineering Quantity Surveying environment at a senior level with responsibility for costings, project management and knowledge of procurement and contract administration.

Ability to integrate analyses of data and to undertake precision work and provide recommendations to improve project procurement and management.

### **2. Engineer**

#### **Education:**

Incorporate or Licentiate member of a Quantity or Building/Construction/Civil Engineering International Professional Body. B.Sc. in Urban and Regional Planning or B.Sc. in Building and Civil Construction/Engineering, or equivalent qualification.

#### **Experience:**

The applicant is required to have over six years' technical experience in an engineering environment both on and off site; must have experience working on all types of infrastructural works/projects. Must be knowledgeable in reading and interpreting construction drawings, Procurement, taking off quantities, and Forms of Contracts, both local and international. Must have good report writing skills and be proficient in MS Suites, AutoCAD and other engineering software.

A detailed copy of Job descriptions can be uplifted from the Human Resources Division or by emailing [humanresources@audit.org.gy](mailto:humanresources@audit.org.gy).

Applications along with detailed Curriculum Vitae should be submitted to the Audit Office of Guyana or emailed to [humanresources@audit.org.gy](mailto:humanresources@audit.org.gy) **no later than Monday, 4 November 2024** and should be addressed to:

**Human Resource Manager  
Audit Office of Guyana  
63 High Street  
Kingston  
Georgetown.**