



PUNJAB PUBLIC SERVICE COMMISSION

JOB DESCRIPTION FOR DEPUTY DIRECTOR TE&TP (BS-18) IN MULTAN DEVELOPMENT AUTHORITY (CASE NO. 85H2019)

MAIN RESPONSIBILITIES AND TASKS

1. To scrutinize and prepare case of street environmental control, traffic & development in coordination with Town Planning Directorate, accident control, traffic management, traffic Routing in coordination with design supervision, operation and execution of traffic engineering schemes, safety devices and ancillary devices, short term and long term plans. Regarding traffic & transportation program along with polices, stimulated implementation, modification in the form of planning process.
2. To supervise and control surveys pertaining to traffic & Transpiration for the improvement of city.
3. To write reports, documents and preparing estimates & execute for traffic & transportation development programmer.
4. To prepare policies, schemes for traffic & transportation improvement system of Multan Metropolitan Area.
5. To supervise working of the section.
6. Quality control of works during execution.
7. To perform field and laboratory test for checking the specification and quality of work.
8. To train the field staff for efficient field working.
9. Estimates financial and stock requirements of section and to ensure proper maintenance of equipment / material in the section.

OCCASIONAL TASKS AND RESPONSIBILITIES.

To carry out all such official work which are entrusted to him by DG MDA/Director TE& TP.

REQUIRED QUALIFITIES/DISPOSITION AND PRIORITY OF PERSONALITY TRAITS

1. Administrative Ability
2. Communication Skills.
3. Financial Responsibility
4. Ability to Think Out of the Box.
5. Writing Skills.

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