



# **PUNJAB PUBLIC SERVICE COMMISSION**

## **JOB DESCRIPTION FOR THE 01 POST OF ASSISTANT ENGINEER CIVIL (BS-17) IN THE AGRICULTURE DEPARTMENT (SEED CORPORATION OF PUNJAB) (CASE NO.17G2021)**

### **Main Responsibilities and Tasks**

1. To work in the capacity of an Engineer with the Corporation.
2. To Plan organize and conduct the technical training regarding the construction works.
3. Preparation and checking of estimates, drawing and tender / contract document and evaluation reports and Civil Works.
4. To carry out all types of civil works for different seed storages and repair / maintenance of industrial / residential buildings.
5. To maintain the quality of Civil Works proposed for execution by contractor and to control, supervise and manage the construction works.
6. To check the work done at all the sites in accordance with the specifications, drawings and approved estimates.
7. Any other assignments given by the Executive Engineer (Civil) Deputy Managing Director / Managing Director.

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