



CIVIL AVIATION DEVELOPMENT INVESTMENT PROGRAMME

POSITION VACANCIES

The National Airports Corporation (NAC) on behalf of the Government is implementing the Civil Aviation Development Investment Program (CADIP). CADIP is a major aviation infrastructure investment program aimed at:

- Improving airports and air navigation infrastructure to meet compliance with International Civil Aviation Organization (ICAO) Standards & Recommended Practices and the national Civil Aviation Rules relating to safety and security standards;
- Upgrading selected airports to increase capacity to accommodate larger aircraft in response to the growth in air transport; and
- Capacity building and institutional strengthening of National Airports Corporation (NAC), PNG Air services Ltd (PNGASL) and the Civil Aviation Safety Authority of Papua New Guinea (CASAPNG)

NAC has set up a Project Implementation Unit (PIU) to manage the execution of CADIP. The CADIP PIU has a number of vacancies and invites suitably qualified persons to apply for the following:

1. Civil Engineer (x3)

Main Requirements

- Bachelor's Degree in Civil Engineering from a recognised institution;
- Member of PNG Institute of Engineers;
- Registered Engineer with IEPNG;
- Experience in airport engineering would be an advantage;
- At least 5 years' experience in an engineering role or similar working environment;
- Project planning and management experience;
- Government and/or development partner infrastructure project experience;
- Highly computer literate and familiar with the use of AutoCAD and civil CAD software;
- Strong negotiation, communication and team building skills and experience;
- Motivated, hardworking, self-starter and willing/able to work long hours.

Main Responsibilities

- Management and supervision of airport related construction projects;
- Project preparation including: scope of works, investigations, designs, drawings, cost estimates, contract documentation and budget preparation;
- Program monitoring & evaluation;
- Ensure investigations, designs and construction supervision works are carried out in accordance with Engineering Specifications, Standards and Practices;
- Ensure aerodrome operations during implementation of projects are consistent with International Civil Aviation Organisation (ICAO) recommended practices;
- Prepare regular and specific reports, papers and presentations as required by management;
- Evaluation of bid documentation and tenders for capital works.

2. Electrical Engineer (x1)

Main Requirements

- Bachelor's Degree in Electrical Engineering;
- Member of PNG Institute of Engineers;
- Registered Engineer with IEPNG;
- Experience in Airport Electrical Engineering would be an advantage;
- At least 8 years of experience in an electrical or mechanical environment, maintaining, planning and design and project implementation;
- Good knowledge and experience specifically in LV and HV Standards;
- Motivated, hardworking, self-starter and willing to work long hours.

Main Responsibilities

- Develop and monitor comprehensive airport infrastructure Maintenance Programs;
- Conduct technical investigations into major system and critical equipment failures and or frequent failures beyond routine restorations and make recommendations for corrective actions;
- Continuously monitor and assess system performances and develop improvement and contingency plans and advise management through the immediate supervisor on a timely basis;
- Develop system and equipment replacement and/or upgrade plans;
- Review technical and operational practices against amendments on international practices that the NAC is subjected to;
- Be able to design system integrations and assess design proposals;
- Undertake specific and improvement projects as assigned;
- Develop and manage a database system for electrical and mechanical assets;
- Provide support to maintenance team.

3. CAD Draftsman (x1)

Main Requirements

- Certificate or Diploma in Drafting or Equivalent Training Experience;
- Highly computer literate with experience in AutoCAD or AutoCAD Electrical 2010 or higher and working in Airport related Electrical/Mechanical Engineering environment would be an advantage;
- General drafting on civil and architect experience;
- At least 5 years of experience in electrical or mechanical drawings and ability to work as a team members in a dynamic and rapidly changing environment;
- Good knowledge and experience in building services design layouts;
- Effective communication and team building skills & experience;
- Motivated, hardworking, self-starter and willing to work long hours.

Main Responsibilities

- Creating electrical schematics per Electrical and Mechanical Engineers directions;
- Able to prepare general drafting on Civil and Architect drawings;
- Sustain expert level capability in using AutoCAD Electrical Symbols;
- Sustain working knowledge of model/layout space and dimensioning components;
- Communicating with suppliers to obtain and confirm information on products necessary to complete electrical schematics and layouts

4. Project Analyst (x1)

Main Requirements

- Bachelor's Degree in Business / Economics/Finance/Management/Commerce from a recognised university;
- Government and or development partner infrastructure project experience highly adventurous;
- Highly computer literate;
- Negotiation, communication and team building skills and experience;
- Motivated, Hardworking, Self-Starter and willing to work long hours;

Main Responsibilities

- Research, analyse and ensure CADIP processes and procedures are in accordance with the ADB and Government's established procedures;
- Ensure the accountability and supply of appropriate documentation and information concerning CADIP and NAC generally to share-holders and stakeholders;
- Prepares submissions, proposals and presentations to solicit GoPNG and donor funds, devises development materials and presents programs to key stakeholders for CADIP;
- Draft related project documentation as required by the CADIP PIU;
- Ensure all projects as required by ADB and Govt. are compiled and submitted;
- Undertake economic, financial and cost benefit analysis of all airports projects under CADIP and prepare all associated reports;
- Calculate EIRR and NPV of all airport projects under CADIP;
- Evaluate the socio-economic impacts of all CADIP projects;
- Undertake econometric and statistical analysis of aviation statistics including aircraft, passenger and cargo movements;
- Update the CADIP Project Administration Memorandum (PAM)

TO APPLY:

Interested candidates must provide:

- Application letter stating the position of their interest
- Updated Curriculum Vitae (CV)
- Copy of certified Educational Qualification documents
- Name and contact of three (3) referees

Address all applications to: Manager Human Resource
National Airports Corporation
P.O. Box 684
Boroko, NCD

Email your applications to recruitment@nac.com.pg with your position of interest as the subject. Alternatively you can hand deliver your applications to Green House Building, 7mile, Port Moresby.

For further information or enquiries, you can contact 3244400 or 3244448

Note:

All applications must be submitted before C.O.B. on 08th September, 2017. Only shortlisted applicants will be contacted for interview.

Authorised by

RICHARD YOPO
MANAGING DIRECTOR & CEO
NATIONAL AIRPORTS CORPORATION