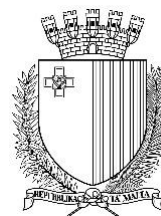


Anness A

Ministeru	Gvern Lokali u x-Xogħlijiet Pubbliċi
L-impjieg	Operations Manager (Technical)



MINISTERU GHALL-GVERN LOKALI U X-XOGĦLIJET PUBBLIĊI

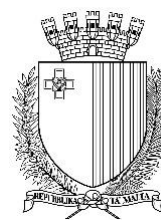
BLOKK H, TRIQ ANTONIO MAURIZIO VALPERGA, II-FURJANA, FRN 1710

Dmirijiet u responsabbiltajiet

- i. Jippjana, jikkoordina u jissorvelja inkarigi relatati ma' stħarriġ tal-art u ġeomatika, inklużi stħarriġ fuq il-post, setting out, kejl fuq il-post, livellar u proċessar ibbażat fl-uffiċċju;
- ii. Imexxi u jidderiegi timijiet ta' surveyors, iqassam id-dmirijiet u jiżgura l-użu effettiv tal-persunal, tagħmir u għodda allokatu għall-operazzjonijiet ta' stħarriġ;
- iii. Jipproċessa, jippjana u jamministra d-data miġbura permezz ta' stħarriġ terrestri, mobile scanners u stħarriġ b'LiDAR ibbażat fuq drones, u jipproduċi outputs spazjali preċiżi għall-htigijiet tad-Dipartiment u tal-proġetti;
- iv. Jimporta, jirreġistra, inaddaf, u jiffiltra data, jorjenta ġeografikament u jivverifika d-data tal-point clouds u d-data tal-istħarriġ sabiex jiżgura li l-informazzjoni tkun preċiża, kompluta u adatta għall-iskop tagħha;
- v. Ihejji, jivverifika u jzomm data tal-istħarriġ, tpingijiet, pjanti, koordinati ġeografiċi, livelli, mudelli, rapporti u dokumentazzjoni teknika oħra meħtieġa għall-proġetti ta' xogħlijiet pubbliċi;
- vi. Jivverifika l-preċiżjoni, il-kwalità u l-konsistenza tad-data ta' stħarriġ, tpingijiet, mudelli, pjanti u outputs tekniċi qabel ma jintużaw jew jiġu sottomessi;
- vii. Jikkoordina s-setting out ta' allinjamenti proposti, livelli, konfini, punti u referenzi oħra fuq is-sit meħtieġa għall-proġetti infrastrutturali li jkunu għaddejjin jew ippjanati;
- viii. Jissorvelja l-użu, il-kalibrazzjoni, il-manutenzjoni u ż-żamma sigura tat-tagħmir ta' surveying u ġeomatika, inklużi GNSS/GPS, total stations, levels, sistemi LiDAR u softwer relatat;
- ix. Jipprovdi pariri u appoġġ tekniku dwar kejl tal-art, ġeomatika u kwistjonijiet relatati mal-LiDAR lill-manigment superjuri, uffiċjali tal-proġetti, persunal tekniku u partijiet interessati oħra;
- x. Jikkoordina u jzomm kuntatt ma' dipartimenti u aġenziji tal-Gvern, kunsilli lokali, kuntratturi, konsulenti, fornituri tas-servizzi ta' utilità u partijiet interessati oħra dwar rekwiżiti ta' surveying u ġeomatika, informazzjoni dwar is-siti u kwistjonijiet relatati mal-proġetti;
- xi. Jissorvelja l-progress u l-kwalità tal-inkarigi ta' stħarriġ u ġeomatika, jidentifika kwistjonijiet operattivi u jirakkomanda azzjoni korrettiva sabiex jiżgura twettiq tas-servizz fil-ħin u b'mod effettiv;
- xii. Izomm rekords xierqa u jikkontribwixxi għat-titjib tal-proċeduri ta' stħarriġ, workflows digitali, sistemi ta' ġestjoni tad-data, żvilupp tal-persunal u standards ta' twettiq tas-servizz;
- xiii. Jiżgura li d-dmirijiet kollha jitwettqu skont l-istandards tekniċi applikabbli, ir-rekwiżiti legali u tas-saħħa u s-sigurtà, kif ukoll il-politiki tad-Dipartiment;
- xiv. Jwettaq kwalunkwe kompitu ieħor li s-superjur jista' jiddelega lilu/ha, kif ikun meħtieġ; u
- xv. Jwettaq kwalunkwe dmir ieħor hekk kif ordnat mis-Segretarju Permanenti Ewlieni.

Annex A

Ministry	Local Government & Public Works
Job Title	Operations Manager (Technical)



MINISTRY FOR LOCAL GOVERNMENT AND PUBLIC WORKS

BLOCK H, ANTONIO MAURIZIO VALPERGA STREET, FLORIANA, FRN 1710

Duties and responsibilities

- i. Plans, coordinates and supervises land surveying and geomatics assignments, including field surveys, setting out, site measurements, levelling and related office-based processing;
- ii. Manages and directs surveying teams, allocates duties and ensures the effective deployment of staff, equipment and tools assigned to surveying operations;
- iii. Processes, plots and manages data captured through terrestrial, mobile scanners and drone-based LiDAR surveys, producing accurate spatial outputs for departmental and project requirements;
- iv. Imports, registers, cleans & filters data, georeferences and verifies point cloud and survey data to ensure that information is accurate, complete and fit for purpose;
- v. Prepares, verifies and maintains survey data, drawings, plans, geographic coordinates, levels, models, reports and other technical documentation required for public works projects;
- vi. Checks the accuracy, quality and consistency of survey data, drawings, models, plans and technical outputs before their use or submission;
- vii. Coordinates the setting out of proposed alignments, levels, boundaries, points and other site references required for ongoing and planned infrastructural projects;
- viii. Oversees the use, calibration, maintenance and safekeeping of surveying and geomatics equipment, including GNSS/GPS, total stations, levels, LiDAR systems and related software;
- ix. Provides technical advice and support on land surveying, geomatics and LiDAR matters to senior management, project officers, technical staff and other stakeholders;
- x. Liaises with Government departments, agencies, local councils, contractors, consultants, utility providers and other stakeholders regarding surveying, geomatics requirements and project-related matters;
- xi. Monitors the progress and quality of surveying and geomatics assignments, identifies operational issues and recommends corrective action to ensure timely and effective service delivery;
- xii. Maintains proper records and contributes to the improvement of surveying procedures, digital workflows, data management systems, staff development and service delivery standards;
- xiii. Ensures that all duties are carried out in accordance with applicable technical standards, legal and health and safety requirements, departmental policies;
- xiv. Undertakes any other tasks, which the superior may delegate to him/her, as may be required; and
- xv. Undertakes any other duties as directed by the Principal Permanent Secretary.