

**SLIGO COUNTY COUNCIL/COMHAIRLE CHONTAE SHLIGIGH**

**CREATION OF PANEL FOR POST OF EXECUTIVE ENGINEER (CONTRACT POST)**

**QUALIFICATIONS**

1. **CHARACTER**

Each candidate shall be of good character.

2. **HEALTH**

Each candidate shall be in a state of health such as would indicate a reasonable prospect of ability to render regular and efficient service.

3. **EDUCATION, TRAINING, EXPERIENCE, ETC.**

Each candidate must, on the latest date for receipt of completed application forms:

- (a) hold an Honours Degree (level 8 in the National Framework of Qualifications) or equivalent professional qualification in Engineering,
- (b) have at least five years satisfactory experience of engineering works including, for a period of not less than two years, satisfactory experience in civil engineering work, and
- (c) possess a high standard of technical training and experience.

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### **CREATION OF PANEL FOR POST OF EXECUTIVE ENGINEER (CONTRACT POST)**

#### **PARTICULARS**

##### **1. THE POST**

The post is Executive Engineer. This panel will be used to fill permanent and temporary positions at this grade. This is a pensionable whole-time position on the basis of a 37 hour 5 day week.

##### **2. SUPERANNUATION**

- a) Persons who become pensionable employees of a local authority who are liable to pay the Class A rate of PRSI contribution will be required, in respect of their superannuation, to contribute to the local authority at the rate of 1.5% of their pensionable remuneration, plus 3.5% of net pensionable remuneration (i.e. pensionable remuneration less twice the annual rate of social insurance old age contributory pension payable at the maximum rate to a person with no adult dependant or qualified children).
- b) Persons who become pensionable employees of a local authority who are liable to pay the Class D rate of PRSI contribution will be required in respect of their superannuation to contribute to the local authority at the rate of 5% of their pensionable remuneration.
- c) All persons under (a) and (b) above who become pensionable employees of a local authority will be required, in respect of the Local Government (Spouses and Children's Contributory Pension) Scheme, to contribute to the local authority at the rate of 1.5% of their pensionable remuneration in accordance with the terms of the Scheme.
- d) Persons who are pensionable under the Single Public Sector Pension Scheme, contributions in respect of Superannuation shall be deducted at a rate of 3% of pensionable remuneration plus 3½% of net pensionable remuneration (i.e. pensionable remuneration less twice the annual rate of social insurance old age contributory pension payable at the maximum rate to a person with no adult dependent or qualified children).

##### **3. DUTIES**

The duties of the employment are to give to:

- (a) Sligo County Council under the control of the Chief Executive or his nominee and
- (b) To any other local authority or body with which an agreement has been made by the local authority,

Under the general direction and control of the Chief Executive or of such other employee as the Chief Executive may from time to time determine, such appropriate services of a technical, management, administrative, executive, supervisory, advisory and ancillary nature as may be required by any local authority or body hereinbefore mentioned in the exercise and performance of any of its powers, functions and duties, and to exercise such powers, functions and duties as may be delegated to him or her by the Chief Executive from time to time, including the duty of servicing all committees that may be established by any such local authority or body. The holder of the employment will, if required, act for an employee of a higher level, if qualified to do so.

#### **4. SALARY**

The salary shall be fully inclusive and shall be as determined from time to time. Holders of the post shall pay to the local authority any fees or other monies (other than their inclusive salary) payable to or received by them by virtue of their post or in respect of any services, which they are required by or under any enactment to perform.

##### Current Salary:

€46,732, €48,467, €50,204, €51,944, €53,684, €55,422, €57,162, €58,893, €60,639, €62,372 **LSI 1** €64,371, **LSI 2** €65,000

Salary for the post shall be in accordance with existing practice as set out in relevant circulars. Starting pay for new entrants will be at the minimum of the scale.

#### **5. RETIREMENT AGE**

Retirement Age is determined in accordance with the Public Service Superannuation (Miscellaneous Provisions) Act, 2004. Should the person employed be deemed a “new entrant” in accordance with the Act, he/she will not be required to retire at age 65. In all other cases the person appointed will on reaching the age of 65, cease to hold the post.

Should the person be pensionable under the Public Service Pensions (Single Scheme), he/she will have a minimum retirement age of 66 (rising to 67 and 68 in line with State Pension age changes) and compulsory retirement age of 70.

#### **6. RESIDENCE**

Holders of the post shall reside in the district in which their duties are to be performed or within a reasonable distance thereof.

#### **7. SELECTION**

Selection shall be by means of a competition based on an interview conducted by or on behalf of Sligo County Council. Candidates may be short-listed on the basis of information supplied with their application forms. In the event of a short-listing exercise being employed, the application forms will be assessed against pre-determined criteria based on the requirements of the position. It is, therefore, in candidates’ own interest to

provide a detailed and accurate account of their qualifications/experience on their application form.

The candidates short-listed will be invited to attend for interview. The Council will not be responsible for any expenses incurred by candidates in attending for interview. A panel may be formed on the basis of such interview. Candidates whose names are on a panel and who satisfy the local authority that they possess the qualifications declared for the position and that they are otherwise suitable for employment may, within the life of the panel, be employed as appropriate vacancies arise. The life of the panel shall be one year from the date it is formed, unless extended by the Chief Executive.

**8. PERIOD OF ACCEPTANCE OF OFFER**

The local authority shall require persons to whom appointments are offered to take up such appointments within a period of not more than one month and if they fail to take up the appointments within such period or such longer period as the local authority in its absolute discretion may determine, the local authority shall not appoint them.

**9. NORMAL WORKING HOURS**

Normal working hours are 9.00 a.m. to 5.24 p.m., Monday to Friday, with a minimum of 30 minutes to be taken for lunch break. The successful candidate, may, from time to time be required to work outside normal office hours, including at weekends as necessary.

**10. ANNUAL LEAVE**

Annual Leave shall be 30 days per annum. Annual leave and public holidays shall be given in accordance with the provisions of the Organisation of Working Time Act, 1997.

**11. SICK LEAVE**

As per the Sligo County Council current Sick Leave Scheme and Attendance Management Policy, as amended by the Public Service Management (Sick Leave) Regulations, 2014, and any subsequent Regulations made from time to time.

**12. CAR & DRIVING LICENCE**

It may be necessary for the person employed to travel in the course of his/her official duties. The successful candidate shall hold a full driving licence for class B vehicles and shall drive a motor car in the course of his/her duties and for this purpose and maintain a car to the satisfaction of the Council. Travelling expenses at the approved rates will be paid for authorised travel.

**13. TRAVELLING AND SUBSISTENCE ARRANGEMENTS**

Travelling and subsistence expenses shall be paid in accordance with agreed rates, which may be revised from time to time.