



LIMPOPO

PROVINCIAL GOVERNMENT
REPUBLIC OF SOUTH AFRICA

DEPARTMENT OF
**PUBLIC WORKS, ROADS
AND INFRASTRUCTURE**

Ref: S4/2/22/2016

TO: ALL HEADS OF DEPARTMENTS
LIMPOPO PROVINCIAL GOVERNMENT

FROM: THE HEAD OF DEPARTMENT: PUBLIC WORKS, ROADS
AND INFRASTRUCTURE

DEPARTMENTAL CIRCULAR NO 10 OF 2016: ADVERTISEMENT OF VACANT POSTS

1. Applications are invited for the filling of vacant posts, which exist in the department as outlined in the attached annexure.
2. Applications should be submitted on the Z83 forms obtainable from any Public Service Department and should be accompanied by curriculum vitae, certified copies of qualifications and Identity Document. **Applicants with foreign qualifications should attach certified copies of certificates for evaluation by the South African Qualifications Authority (SAQA). Faxed applications will not be considered.**
3. All posts are on a five year contract.
4. Applications for Head Office (Polokwane) should be forwarded to:

**The Head of Department
Department of Public Works, Roads and Infrastructure
Private Bag X9490
POLOKWANE
0700**

Or hand delivered to Works Towers Building, No. 43 Church Street, Polokwane,
0699

43 Church Street, Polokwane, 0699, Private Bag X9490, POLOKWANE, 0700
Tel: (015) 284 7001, (015) 284 7030 website: <http://www.dpw.limpopo.gov.za>

The heartland of Southern Africa - development is about people!

5. The contents of this circular must be brought to the attention of all employees within the Limpopo Provincial Government.
6. The closing date for this advertisement is **31 March 2017 at 16h00. If you have not heard from us within 90 days after the closing date of the advert, kindly regard your application as unsuccessful.**
7. Telephone enquiries for Strategic Hub posts should be forwarded to: Ms. Paulina Shai at 015 284 7311 or Mr Makape Pat at 015 284 7440
8. Department of Public Works, Roads and Infrastructure is an equal opportunity and affirmative action employer
 - Women and people living with disabilities are encouraged to apply.
 - Successful candidates will be vetted for security reasons and be subjected to suitability checks.
 - Correspondence will be exchanged with shortlisted candidates only.



HEAD OF DEPARTMENT

07/03/2017
DATE

STRATEGIC HUB POSTS

POST NO. 01 (Ref. S4/2/22/2016/01)

POST : CHIEF CONSTRUCTION PROJECT MANAGER (04 POSTS)
Directorate : Infrastructure Planning and Design
Centre : Polokwane (Polokwane Head Office)
Salary Level : Grade A
Salary package : An all-inclusive OSD Package of R 871 548.00 –R996 525.00 per annum

Requirements: A Bachelor's degree in a Technical /Built environment with a minimum of six (06) years' post registration experience as a registered Professional Construction Project Manager. Compulsory registration with the SACPCMP as a Professional Construction Project Manager. Valid driver's license.

Duties: Perform final review and approvals or audits on project designs according to design principles or theory. Co-ordinate design efforts and integration across disciplines to ensure seamless integration with current technology. Manage the execution of project management strategy. Set project standards, specifications and service levels to ensure optimum operational availability. Monitor project management to attain organisational objectives. Manage the operational capital project portfolio for the operation to ensure effective resourcing according to organisational needs and objectives. Provide technical consulting services for the operation of project related matters to minimize possible project risks.

Post no .02 (Ref. S4/2/22/2016/02)

POST : CONSTRUCTION PROJECT MANAGER (05 posts)
Directorate : Infrastructure Planning and Design
Centre : Polokwane (Head Office)
Salary Level : Grade A
Salary Package : An all-inclusive OSD package of R 594 477.00- R640 419.00 per annum

Requirements: National diploma (Built Environment field), B Tech (Built Environment field) or B degree in any built environment field with a minimum of three (03) years relevant project management experience required. Compulsory registration as a Professional Construction Project Manager with the SACPCMP.

Duties: Prepare specifications and scope of works. Manage all aspects of the design phase. Manage all aspects of the procurement phase. Manage all aspects of the construction phase. Instruct contractors regarding various building, electrical and mechanical methods. Ensure compliance of all activities in accordance with relevant procedures and business processes. Maintain the Asset Register and database. Execute inspections to verify payments. Manage the allocated budget and related expenditure. Convene and manage regular project meetings and related reports. Execute site hand-over, first delivery certificate and final delivery. Provide technical reports.

POST NO.03 (Ref. S4/2/22/2016/03)

POST : CANDIDATE CONSTRUCTION PROJECT MANAGER (04 posts)
Directorate : Infrastructure Planning and Design
Centre : Polokwane (Head Office)
Salary Package : An all-inclusive OSD package of R 512 244.00 per annum

Requirements A Bachelor's degree in a technical /built environment, BTech in built environment field with a minimum of one (01) year experience; National higher diploma(built environment field) with a minimum of 18 months experience; National diploma (built environment field) with a minimum of two (02) years' experience, Compulsory registration with the SACPCMP as a candidate Project Manager. Valid driver's license.

Duties: Manage and Coordinate all aspects of projects under the supervision of Construction Project Manager; Project planning, implementation, monitoring, reporting and evaluation in line with projection management methodology. Create and execute project work plans and revise as appropriate to meet changing needs and requirements subject to the approval of the

construction project manager. Identifying resources needed and assign individual responsibilities. Project and accounting and Financial Management; Report project progress to Project manager. Manage project budget resources in consultation with project manager. Office Administration, Provide inputs to Project Manager with tender administration. Contribute to the human resources related activities. Research development Keep up with new technologies and procedures. Research/literature on new developments on project management technologies.

POST NO.04 (Ref. S4/2/22/2016/04)

POST : CHIEF ARCHITECT (03 Posts)
Directorate : Infrastructure Planning and Design
Centre : Polokwane (Head Office)
Salary Level : Grade A
Salary Package : An all-inclusive OSD package of R 750 984.00- R 858 672.00 per annum

Requirements: Degree in Architecture or appropriate Bachelor's Degree in Built Environment. Compulsory Registration with South African Council for the Architectural Profession (SACAP). Six (06) years post professional experience. A valid driver's license

Duties: Perform final review and approval or audits on architectural designs according to design principles or theory. Co-ordinate design efforts and integration across disciplines to ensure seamless integration with current technology. Manage the execution of architectural strategy through the provision of appropriate structure, systems resources. Manage commercial value add of the discipline-related programmes and projects. Allocate, monitor, and control resource. Manage, monitor, control expenditure according to budget to ensure efficient cash flow. Provide technical consulting services for the operation of architectural related matters to minimize possible architectural risks. Compile risk logs and manage significant risk according to sound risk management practice and organizational requirement. Continuously monitor the exchange and protection of information between operations and individuals to ensure effective knowledge management according to departmental objective.

Post No .05 (Ref. S4/2/22/2016/05)

POST : ARCHITECT (04 Posts)
Directorate : Infrastructure Planning and Design
Centre : Polokwane (Head Office)
Salary Level : Grade A
Salary Package : R 512 244.00- R 551 826.00 per annum

Requirements: Bachelor of Architecture or equivalent Qualification. Registration with South African Council for the Architectural Profession (SACAP) as an Architect. Valid Drivers' Licence. Three (03) years Architectural experience required.

Duties: Determine life cycle costing norms for Sector Facilities and Offices. Determine space norms for application in the U-AMP and C-AMP. Determine requirements and specifications for Technical Condition Assessments. Provide guidance to Sector in the preparation of U-AMPs. Assess feasibility of proposed projects. Provide technical support for the preparation of the C-AMP. Provide technical inputs to the formulation of the procurement strategy and the drafting of the IPMP. Provide technical inputs to prepare the IPIP. Provide inputs to the finalization of the SDA. Finalise the design of Master Plans. Validate that designs are in line with standardised norms and standards. Review progress reports submitted by districts and intervene where required. Review cost and scope variations submitted by Districts and make final recommendations to Sector. Design and implement interventions for projects that are not performing in line with cash flow projections, quality standards and timeframes. Provide inputs to the setting of standards for documentation from an architectural perspective that should be collected by Districts and submitted to the Head Office. Monitor that the required documentation from an architectural perspective are submitted by the Districts, project files are updated and submitted to the Centralised Document warehouse.

POST NO.06 (Ref. S4/2/22/2016/06)

POST : CANDIDATE ARCHITECT (05 Posts)
Directorate : Infrastructure Planning and Design
Centre : Polokwane (Head Office)
Salary Package : An all-inclusive OSD package of R 443 391.00 per annum

Requirements: Bachelor of Architecture or equivalent as recognised by the South African Council for the Architectural Profession .Registration with the South African Council for Architectural Profession SACAP as a Candidate Architect . Valid Drivers' Licence. No previous experience required. Valid Drivers' Licence.

Duties: Perform Architectural activities on state – owned or leased buildings, structures or facilities. (I) Adhere to legal, safety and health requirements, Provide technical support etc. Office Administration. Provide assistance with tender (bid) administration with service providers and contribute to human resources and related activities. Research and Development. Keep up with new technologies and procedures; Research/literature on new architectural and construction material, techniques and methods

POST NO.07 (Ref. S4/2/22/2016/07)

POST : CANDIDATE ARCHITECTURAL TECHNOLOGIST: (03 Posts)
Directorate : Infrastructure Planning and Design
Centre : Polokwane (Head Office)
Salary Package : An all-inclusive OSD package of R 259 599.00 per annum

Requirements: Bachelor of Technology in Architecture (B Tech) or relevant qualification • No previous experience required. • Valid driver's license. • Registration with SACAP as a Candidate Architectural Technologist.

Duties: Provide Technological advisory services. Support architects and associates in site surveying, preparing measured drawings of existing buildings, collecting of practical information relating to the proposed project ; adhere to safety standards in line with statutory and regulatory requirement ; Provide inputs into existing technical manual standard drawings and procedure and Support the identification and optimization of solutions by applying architectural principles. Research and Development. Keep up with new technologies and procedures, Follow approved programme of development for registration purposes.

Post no.08 (Ref. S4/2/225/2016/08)

Post : ARCHITECTURAL TECHNOLOGIST (04 Posts)
Directorate : Infrastructure Planning and Design
Centre : Polokwane (Head Office)
Salary level : Grade A
Salary Package : An all-inclusive OSD package of R 301 266.00- R 324 771.00

Requirements: Bachelor of Technology in Architecture (B Tech) or relevant qualification • Three (03) years post qualification Architectural Technologist experience required. • Valid driver's license. Registration with SACAP as an Architectural Technologist.

Duties: Support architects and associates in site surveying, preparing measured drawings of existing buildings, collecting of practical information relating to the proposed project and prepare presentation drawings and models of the designs. Detail design, landscape design and preparation of working drawings that will serve as legal instruction to the building constructor and in the process supervise the building to ensure that the building is built according to the working drawings and other legal documents .Evaluate existing technical

manuals, standard drawings and procedures to incorporate new technology. Compile and submit monthly and quarterly reports. Provide inputs to the operational plan, develop, implement and maintain databases. Keep up with new technologies and procedures. Research/literature studies on technical architectural technology to improve expertise. To liaise with relevant boards/councils on architectural-related matters. Identify and optimize technical solutions by applying architectural principles.

POST NO.09 (Ref. S4/2/22/2016/09)

Post: CHIEF QUANTITY SURVEYOR: (05 Posts)

Directorate: Infrastructure Planning and Design

Centre: Polokwane (Head Office)

Salary level: Grade A

Salary Package: An all-inclusive OSD package of R 750 984.00-R 858 672.00

Requirements: University Degree in Quantity Surveying or relevant qualification. Registration with SACQSP. Valid Drivers' Licence. Computer literate. Appropriate experience in Quantity Surveying. Four (04) Years post registration experience. Six (06) years post professional experience.

Duties: Perform final review and approvals or audits on quantity survey Procedure .Coordinate quantity survey efforts and integration across disciplines to ensure seamless integration with current technology. Manage the execution of quantity survey strategy through the provision of appropriate structures, systems and resources. Monitor quantity survey efficiencies according to organisational goals to direct or redirect quantity survey services for the attainment of organisational objectives. Manage commercial value add of the discipline-related programmes and projects. Allocate, monitor, and control resource. Manage, monitor, control expenditure according budget to ensure efficient cash flow. Provide technical consulting services for the operation of architectural related matters to minimize possible architectural risks. Compile risk logs and manage significant risk according to sound risk management practice and organizational requirement. Continuously monitor the exchange and protection of information between operations and individuals to ensure effective knowledge management according to departmental objective.

Post No. 10. Ref. S4/2/22/2016/10

POST : QUANTITY SURVEYOR: (07 posts)
Directorate : Infrastructure Planning and Design
Centre : Polokwane (Head Office)
Salary level : Grade A
Salary Package : An all-inclusive OSD package of R 512 244 – R 551 826 per annum

Requirements: University Degree in Quantity Surveying and/or Relevant NQF Level 6 Qualification. Registration with SACQSP as a Professional Quantity Surveyor. Valid Drivers' Licence. Computer literacy and experience in the application of Quantity Surveying. Three (03) Years post registration qualification.

Duties: Co-ordinate professional teams on all aspects regarding quantity survey. Ensure the adherence to quantity determination standard. Provide quantity survey advice and technical supporting the evaluation of cost. Provide solution on non-compliance on quantity determination. To ensure the adoption of technical and quality strategies. To review the cost determinations of projects and estimates accomplished by building designers and/or sub professional personnel. Administer performance management and development. Manage resources, prepare and consolidate inputs for the facilitation of resource utilization. Monitor and control expenditure. Report on expenditure and service delivery

POST NO.11 (Ref. S4/2/22/2016/11)

Post: CANDIDATE QUANTITY SURVEYOR (05 POSTS)
Directorate: Infrastructure Planning and Design
Centre: Polokwane (Head Office)
Salary package: An all-inclusive OSD package of R 443 391 per annum

Requirement: University degree in quantity Surveying or relevant qualification. Registration with SACQSP as Candidate Quantity Surveyor. Valid driver's license. No previous experience required.

Duties: Perform quantity surveying activities on projects plans, structure or facilities under the supervision of a quantity surveyor. Adhere to building standards to ensure safety and requirements, provide technical support, and contribute to the development of quantity survey related policies, methods and practices.

Office administration. Provide assistance with tender administration, Contribute to the human resources and related activities, liaise and interact with service provider

Research and development. Keep up with the new technologies and procedures
Follow approved programme of development for registration purposes.

POST NO.12 (Ref. S4/2/22/2016/12)

Post : CIVIL STRUCTURAL ENGINEERS: (02 post)
Directorate : Infrastructure Planning and Design
Centre : Polokwane (Head Office)
Salary level : Grade A
Salary Package : An all-inclusive OSD package of R 594 477- R 640 419 per annum

Requirements: A University degree in Civil Engineering (e.g. B Eng. / B.Sc. (Eng.)). Compulsory registration with ECSA as a Professional Engineer. Appropriate experience in Sector infrastructure delivery. Three (03) years post qualification engineering experience. Valid Drivers' Licence. Computer literate.

Duties: Plan, design, operate and maintain engineering projects. Develop cost effective solutions according to standards. Evaluate existing technical manuals, standard drawings and procedures to incorporate new technology. Develop tender specifications. Ensure through evaluation that planning and design by others is done according to sound engineering principles and according to norms and standards and code of practice. Approve engineering works according to prescribed norms and standards. Supervise the engineering work and processes. Manage resources and prepare and consolidate inputs for the facilitation of resource utilisation. Ensure adherence to regulations and procedures for procurement and personnel administration. Monitor and control expenditure. Report on expenditure and service delivery. Continuous professional development to keep up with new technologies and procedures. Research/literature studies on engineering technology to improve expertise. Liaise with relevant bodies/councils on engineering-related matters.

POST NO.13 (Ref. S4/2/22/2016/13)

POST : MECHANICAL ENGINEERS (02 posts)
Directorate : Infrastructure Planning and Design
Centre : Polokwane (Head Office)
Salary level : Grade A
Salary Package : An all-inclusive OSD package of R 594 477 – R 640 419 per annum

Requirements: A university degree in Mechanical Engineering (e.g. B Eng. / B.Sc. (Eng.)) Compulsory registration with ECSA as a Mechanical Engineer. Valid Drivers' Licence. Three (03) years post qualification engineering experience.

Duties: Plan, design, operate and maintain engineering projects. Develop cost effective solutions according to standards. Evaluate existing technical manuals, standard drawings and procedures to incorporate new technology. Develop tender specifications. Ensure through evaluation that planning and design by others is done according to sound engineering principles and according to norms and standards and code of practice. Approve engineering works according to prescribed norms and standards. Ensure training and development of technicians, technologists and candidate engineers to promote skills/knowledge transfer and adherence to sound engineering principles and code of practice. Supervise the engineering work and processes. Administer performance management and development. Manage resources and prepare and consolidate inputs for the facilitation of resource utilization. Ensure adherence to regulations and procedures for procurement and personnel administration. Monitor and control expenditure. Report on expenditure and service delivery. Continuous professional development to keep up with new technologies and procedures. Research/literature studies on engineering technology to improve expertise. Liaise with relevant bodies/councils on engineering-related matters.

POST NO. 14 (S4/2/22/2016/14

POST : CANDIDATE ENGINEERS - MECHANICAL (05); ELECTRICAL (05); CIVILSTRUCTURAL (10)

Directorate : Infrastructure Planning and Design

Centre : Polokwane (Head Office)

Salary Package : An all-inclusive OSD package of R 512 244 per annum

Requirements: A University degree in Mechanical/Civil and Electrical Engineering (e.g. B Eng. / B.Sc. (Eng.). Compulsory Registration with ECSA as a Candidate Engineer. No previous experience. Valid Drivers' Licence.

Duties: Design new systems to solve practical engineering problems (challenges) and improve efficiency and enhance safety. Planning, designing, operating and maintenance of engineering projects. Development of cost effective solutions according to standard. Office Administration. Prepare inputs for the facilitation of resource utilization. Report service delivery, Research and Development Keep up with new technologies and procedures, research/literature studies on engineering technologies to improve expertise. Liaise with relevant bodies/councils on engineering related matters.

POST NO.15 (Ref. S4/2/22/2016/15)

POST : ELECTRICAL ENGINEERS (01 posts)
Directorate : Infrastructure Planning and Design
Centre : Polokwane (Head Office)
Salary level : Grade A
Salary Package : An all-inclusive OSD package of R 594 477 – R 640 419 per annum

Requirements: A university degree in Electrical Engineering (e.g. B Eng. / B.Sc. (Eng.)). Registration with ECSA as an Electrical Engineer. Valid Drivers' Licence. Computer literate. Appropriate experience in Sector infrastructure delivery. Three (03) years post qualification engineering experience.

Duties: Plan, design, operate and maintain engineering projects. Develop cost effective solutions according to standards. Evaluate existing technical manuals, standard drawings and procedures to incorporate new technology. Develop tender specifications. Ensure through evaluation that planning and design by others is done according to sound engineering principles and according to norms and standards and code of practice. Approve engineering works according to prescribed norms and standards. Ensure training and development of technicians, technologists and candidate engineers to promote skills/knowledge transfer and adherence to sound engineering principles and code of practice. Supervise the engineering work and processes. Administer performance management and development. Manage resources and prepare and consolidate inputs for the facilitation of resource utilization. Ensure adherence to regulations and procedures for procurement and personnel administration. Monitor and control expenditure. Report on expenditure and service delivery. Continuous professional development to keep up with new technologies and procedures. Research/literature studies on engineering technology to improve expertise. Liaise with relevant bodies/councils on engineering-related matters.

POST NO.16 (Ref. S4/2/22/2016/16)

POST : ENGINEERING TECHNICIANS:
CIVIL (05 posts); ELECTRICAL (04 posts); MECHANICAL (03 posts)
Directorate : Infrastructure Planning and Design
Centre : Polokwane (Head Office)
Salary Package : An all-inclusive OSD package of R 255 383- R 275 526 per annum

Requirements: A National Diploma or BTech in Engineering or relevant qualification. Three (03) year post qualification technical experience. Registration with ECSA Engineering

Technician is compulsory. Driver's licence.

Duties: Assist Engineers, Technologists and associates in field, workshop and technical office activities. Promote safety in line with statutory and regulatory requirements. Evaluate existing technical manuals, standard drawings and procedures to incorporate new technology. Produce technical designs with specifications and submit for evaluation and approval by the applicable authority. Provide inputs into the budgeting process as required. Compile and submit reports as required. Provide inputs to the technical/engineering operational plan. Develop, implement and maintain databases. Supervise and control technical and related personnel and assets. Keep up with new technologies and procedures. Research/literature studies on engineering technology to improve expertise. Liaise with relevant bodies/councils on engineering-related matters. Follow approved programme of development for registration purposes

POST NO.17 (Ref. S4/2/22/2016/17)

POST : CANDIDATE ENGINEERING TECHNICIANS –
CIVIL (20 posts); MECHANICAL (10 Posts); ELECTRICAL (10 posts)

Directorate : Infrastructure Planning and Design

Centre : Polokwane (Head Office)

Salary Package : An all-inclusive OSD package of R 220 383 per annum

Requirements: A National Diploma in Engineering. Compulsory registration with ECSA as a candidate Engineering Technician. Valid Drivers' Licence. No experience.

Duties: Render technical services under supervision. Assist engineers, technologists and associates in field, workshop and technical office activities. Promote safety in line with statutory and regulatory requirements. Adhere to existing technical manual, standard drawings and procedures to incorporate new technology. Perform Administrative and related functions. Compile and submit report as required. Provide inputs to the technical/ engineering operational. Develop, implement and maintain databases. Plan Research and Development. Keep up with new technologies and procedures. Research/literature studies on technical engineering technology to improve expertise. To liaise with relevant bodies/councils on engineering related matters. Follow approved programme of development for registration purposes.

POST NO.18 (Ref. S4/2/22/2016/18)

POST : GIS PROFESSIONAL (02 post)
Directorate : Infrastructure Planning and Design
Centre : Polokwane (Head Office)
Salary level : Grade A
Salary Package : An all-inclusive OSD package of R 512 244- R 551 826 per annum

Requirements: Degree or four (04) year Diploma (NQF6 or equivalent), in GIS or one of the following: Geomatics, Cartography or Geography. Minimum three (03) years hands-on working experience on GIS. Valid driver's license. Registration with a professional body, e.g. PLATO, would be an added advantage. Knowledge and understanding of policies and legislation governing spatial information and development planning in South Africa.

Duties: Develop and maintain the departmental geo database, with much focus on asset management. Develop, administer and manage the departmental web-based map services (ArcGIS Server). Conduct needs analysis of the various units within the department to determine gaps and new areas for spatial information usage. Promote the strategic usage of spatial information in planning and informed decision-making across the department. Analysis and interpretation of spatial and related information to enhance and add value to planning and informed decision-making processes in the province. Close liaison with the Office of the Premier with regard to the maintenance of the provincial database. Render mapping services to the entire department/Production of maps for departmental/government use.

POST NO.19 (Ref. S4/2/22/2016/19)

POST : CANDIDATE GIS PROFESSIONAL (02 post)
Directorate : Infrastructure Planning and Design
Centre : Polokwane (Head Office)
Salary Package : An all-inclusive OSD package of R 443 391- R470 610 per annum

Requirements: Four (04) Year B Degree in GISc (NQF7 or equivalent). Valid driver's license. Registration with PLATO as candidate is compulsory. No previous Experience.

Duties: Provide GISc to support institutional decision-making. Undertake the system requirements analysis. Provide support in conducting the cost benefits analysis. Execute the functional requirements analysis. Assist with user requirement analysis. Implement processing model workflow diagram. Implement spatial and other standards. Collection, visualization and capturing of data from various format and sources. Conversion of data files from analog to

digital format. Apply coordinate systems and projections. Populate the electronic metadata catalogue. Analyse and visualize data to meet the stated requirements. Implement a database to store the required data sets. Research. Investigate and implement new technologies. Undertake environmental scanning to understand the problem in the GISc industry and compile report findings. Participate and liaise with relevant bodies and council on GISc matters.

POST NO.20 (Ref. S4/2/22/2016/20)

POST : VALUER (01 post)
Directorate : Infrastructure Planning and Design
Centre : Polokwane (Head Office)
Salary Level : 11
Salary Package : R612 822.00 per annum an all-inclusive package

Requirements: Tertiary Qualification in Valuation/University Degree in Property Development. Registered as a Professional Valuer with the South African Council for Property Valuations. Valid Driver's Licence. Computer literate. Four (04) Years post qualification valuation experience.

Duties: Customise methods for valuation. Determine appraisal standards. Determine methods for estimations. Link valuations to life cycle costs. Determine norms and standards for valuations. Make inputs to the development and updating of the spatial database. Inspect properties to evaluate construction, condition, special features and functional design. Take property measurements. Search for public records for transactions such as sales, leases and assessments. Take photographs of interior and exterior properties to assist in estimation of property values. Evaluate land and neighbourhoods. Verify legal descriptions of properties. Verify building codes, zones and by-laws. Estimate building replacement costs. Interact with relevant stakeholders to obtain information and data. Incorporate any requirements in terms of heritage and related studies in the valuation. Implement valuations pertaining to leases. Interpret valuation data and information. Prepare valuation reports. Refer valuation reports to the National Valuation Council for validations. Present valuation reports to stakeholders. Quality assure the work performed by external Valuers. Undertake research to improve valuation services for the Health Property Portfolio. Interact with professional bodies and councils and bodies to enhance new developments in technology and methodology related to valuation.