

Vacancy Announcement VA-No-2017-027

POSITION INFORMATION	
Post Title:	Assistant Engineer
Duty Station:	Kalutara and Galle
Type of Contract:	LICA Grade 5 (Issued by UNOPS on behalf of UN-Habitat)
Number of Positions:	Two
Contract Duration:	Four months with possibility of extension
Date of Advertisement:	18 June 2017
Date of Closing:	2 July 2017

BACKGROUND AND ASSIGNMENT
<p><u>1. ORGANISATIONAL CONTEXT</u></p> <p>The United Nations Human Settlements Programme (UN-Habitat) is the United Nations agency responsible for human settlements, mandated to promote socially and environmentally sustainable towns and cities, with the goal of providing adequate shelter for all; within the overall objective of the United Nations to reduce poverty and promote sustainable development. The details of the Habitat Agenda, Global Programmes and the Mandate are available in the global web site at www.unhabitat.org and the Sri Lankan web site at www.unhabitat.lk.</p> <p>UN-Habitat operations in Asia include activities in Afghanistan, Bangladesh, Indonesia, Iran, Myanmar, Nepal, Pakistan, Philippines and Sri Lanka, under supervision of the Regional Office for Asia and Pacific in Fukuoka Japan.</p> <p>Since its inception in 1978, UN-Habitat has been closely working with the Government of Sri Lanka and implemented projects and programmes under the themes of, (a) Environment and climate change; (b) Post-disaster recovery and reconstruction; (c) Land and housing; (e) Disaster Risk Management; (f) Urban planning and governance; (g) Pro-poor settlement upgrading; (h) Water and sanitation; (i) Community infrastructure; and (j) Social inclusion.</p> <p><u>2. FUNCTIONS /KEY RESULTS EXPECTED</u></p> <p>Under the direct supervision of the Project Manager the Assistant Engineer will undertake the following tasks ;</p> <ul style="list-style-type: none"> • Support Community Mobilizers in the team to identify critical needs and select the most vulnerable households for emergency shelter and NFI assistance. • Gather information relating to local resource availability and plan project interventions accordingly.

- Assist the Project Manager in developing training plans and delivering training to communities.
- Assess the environmental implications, especially issues on Disaster Risk Reduction (DRR) on emergency shelter response and recommend mitigation measures to communities.
- Design and implement disaster resilient components in transitional shelters and shelter repairs through communities.
- Undertake field investigations and surveys and feasibility studies as per requirements.
- Collection and maintenance of baseline information including material and labour rates, craftsmen availability and contact information essential for project activities.
- Assist in preparation of community contract documents.
- Organize and engage in technical supervision of infrastructure construction projects.
- Conduct awareness sessions for the management and craftsmen on good construction practices, quality standards and ensure compliance.
- Assist the Project Manager in checking the progress claims of CBOs.
- Monitor progress of project implementation.
- Provide inputs to the required progress reports, project performance reports and the project final report.
- Undertake any additional duties assigned by the Project Manager.

QUALIFICATIONS

Education

Bachelor's Degree in Civil Engineering or National Diploma in Technology – Civil or any other equivalent qualification is acceptable.

Work Experience:

Experience as an Assistant engineer in development or public sector in local government, Non-Governmental or international organization. Extensive experience in implementing and monitoring community based projects. Strong commitment to the participatory process, transfer of knowledge skills, willingness to work in a team, and possess excellent coordination and communication skills. Experience in emergency shelter response and IDP camp care and management is advantageous.

Experience within the UN system and familiarity with UN rules, regulations and procedures related to field level project implementation are advantageous.

Required Years of Work Experience

For Bachelor degree 2 years work experience, for diploma 5 years of work experience is required.

Language

English and French are the working languages for the UN Secretariat. Fluency in English and Sinhala. Working knowledge of Tamil will be advantageous.

Other skills

Skills in AutoCAD will be useful.

Ability to work under pressure against deadlines and to work efficiently in a multi-national team. Good interpersonal skills and cross-cultural awareness. Ability to work with minimum supervision, with efficiency, competence and integrity. Computer literacy in MS Word and Excel is essential.

Remuneration

In compliance with UNOPS/UN-Habitat Policy.

How to Apply:

Sri Lankan Nationals meeting the essential requirements of the position are invited to apply by submitting the following documents to employment@unhabitat.lk

- Letter of Interest which clearly indicates the Vacancy Announcement Number (i.e. **VA-No-2017-027**)
- Updated and Signed UN Personnel History Form P.11 (P11 is attached to this VA) and also available in <http://www.unon.org/docs/P11.doc>
- And finally your email's subject should be Application for the Post of: Assistant Engineer **VA-No-2017-027**)

Failure to comply with the above requirements will result in rejection of the application.

Due to the large number of applications expected, only short-listed candidates will be contacted. The United Nations shall place no restrictions on the eligibility of men and women to participate in any capacity and under conditions of equality in its principal and subsidiary organs. (Charter of the United Nations - Chapter 3, article 8).