| **JOB TITLE:** Public Health Engineering (PHE) Assistant | |
| --- | --- |
| **DIVISION / DEPARTMENT / LOCATION:**  South Sudan | **JOB FAMILY:** Programme Technical |
| **SALARY:** | **LEVEL:** E1 |
| **OXFAM PURPOSE:** To work with others to find lasting solutions to poverty and inequality | |
| **TEAM PURPOSE:** To protect and up-hold the WASH needs of emergency affected communities in Western Bahr el Ghazal Wau State South Sudan  **JOB PURPOSE:**  To enable Oxfam to respond quickly to the Public Health Engineering requirements of an emergency, recovery and transition programs. The work may involve, in an immediate stage, the assessment of the water and sanitation needs that will target emergency affected populations, through a community lead approach which will enable sustainability of the intervention within the community by building their capacity to better reach and alleviate the plight of affected populations.  The PHE Assistant is responsible in implementing public health engineering activities. He/she contributes to new innovative project related to covid19 response, emergency preparedness, and development recovery projects. The Assistant will support PHE Officer in ensuring successful and smooth running of interventions. He/she will strive to work towards a holistic approach between different technical team sectors (PHE, PHP, protection and EFSL) and support PHE Officer, PHE Team Leader, Programme Manager and Technical Coordinators when required | |
| **REPORTING LINES**  Post holder reports to: PHE officer  Staff reporting to this post: None / Pump mechanics  Working relationships: PHE will work closely with PHP, protection, EFSL to ensure WASH are implement in coordination with all the department using integrated approach | |
| **DIMENSIONS:**   * Work pattern requires following up planning input and a high degree of flexibility. * Good communication and negotiation skills * Report relevant context information to inform and adapt program design and implementation * Ability to synthesise public health engineering information to its accessible and useable by non-specialists * Develop contact with key players supervising resources | |
| **RESPONSIBILITIES**   * Manage & supervise the planned water and sanitation activities in the targeted areas according to sphere standard * Prepare payment sheet for casual and contractor * He/she will collect success story for the project and share with PHE officer /Team leader * Implement the appropriate and acceptable water supply system and sanitation facilities. * Carry out water quality analysis, disinfection and report accordingly. * Take the lead in supervision of WASH activity and inform PHE officer timely on issues which needs decision to be taken * Undertake supervision of construction latrine and borehole rehabilitation * Provision of weekly activity report to PHE officer and team leader * Request material from store and ensure material for the activity are kept properly * Documentation of activity progress and keep record for future reference and accountability * To ensure that people with special needs are consider while designing latrine, and gender sensitive * To ensure equal participation of women in all aspect of the work and to ensure that Oxfam’s programme is an opportunity for community cohesion and harmony rather than division. * To ensure that all programmes take gender issues fully into account. This includes the introduction of mechanisms to enable women to participate in decision-making around public health engineering issues. * Ensure that contractors planned activities are implemented as per the activities schedules with the highest technical quality / competency. | |
| **SKILLS AND COMPETENCIES**  **Essential**   * High school graduate at least at certificate in water /building engineering * three-year experience in water and sanitation engineering with INGO/NGOs in emergency relief operation is an advantage * Sound knowledge on community development. * Assessment, co-ordination and analytical skills. * Good in spoken & written skills in English, Arabic & local language is essential. * Sensitivity to gender and cultural diversity. * Flexibility and ability to work under pressure and deadlines in changing situations. * He or she should be able to work without supervision in hard to reach areas   **Desirable**  Hand dug well construction, hand pump installation, latrine construction and water quality test | |
| **Date of issue: September 2020, Juba, South Sudan.** | |

*This Job Profile is not incorporated in the employment contract. It is intended as a guide an should not be viewed as an inflexible specification as it may be varied from time to time in the light of strategic developments and following discussion with post holder. The post holder will be expected to work to agreed objectives in accordance with the performance review process.*