

Date: 29th April 2025

RE JOB ADVERTISEMENT: WASH OFFICER (1)



Job TITLE:	WASH Officer
BASE LOCATIONS:	Wau County
REPORTING TO:	Field Coordinator-Wau
MATRIX LINE MANAGER	WASH Coordinator
LINE MANAGEMENT RESPONSIBILITIES:	None
PURPOSE OF DIVISION: Through capacity building and through technical and programme support, the International Programme Division keeps the organization focused on the socio-economic and humanitarian needs of vulnerable people. The division reinforces IR's implementing structure to enable these people and their communities to develop sustainably and ensures that the organization is prepared to respond promptly and effectively to humanitarian crises. The division increases the organization's ability to tackle poverty by developing and fostering partnerships and institutional relationships effectively and proactively, and by ensuring transparent and timely reporting to the organization's donors.	
JOB PURPOSE: The WASH Officer will be responsible for providing technical support in the implementation of WASH projects both hardware and software components of WASH program including drilling/rehabilitation of water facilities and generating BOQs, technical drawings/ designs and day to day supervision of field activities to ensure quality service delivery. The duty holder shall remain responsible for all the software components that include but are not limited to; Community mobilization and capacity building training, HESAN awareness activities, and home improvement campaigns using CLTS, PHAST and CHAST hygiene methodologies/ approaches and periodic WASH data collection among others.	

KEY WORKING RELATIONSHIPS

- Has regular contact with all staff in the Field Office. Close contact with the Project Officers and programme staff in area of specialism.

SCOPE AND AUTHORITY

Scope of the Role:

The job holder is accountable for fulfilling his or her roles and responsibilities in line with Islamic Relief values and principles of fairness, humanity, honesty, respect and fair treatment of his/her colleagues and staff. The WASH Officer upholds the programme policies focused on WASH.

Responsibility for Resources:

KEY ACCOUNTABILITIES

The job holder is accountable for fulfilling his or her roles and responsibilities in line with Islamic Relief values and principles of fairness, humanity, honesty, respect and fair treatment of his/her colleagues and staff.



MAIN OFFICE
IR SS, Along Unity Road
Plot No 54, Block B-xvi
Hal. Cinema, P.O Box 353
Juba South Sudan
Tel: 0922 680 313

WAU OFFICE
Hai Darajat
Tel: 0922 680 305

YEI OFFICE
Tel: 0922 680 304

KAPOETA OFFICE
Narus Compound
Diocese of Torit
Tel: 0922 680 308

Website: www.islamic-relief.org
RRC Reg No.051

- The WASH officer shall be responsible to develop and share all the relevant work plans to aid effective and timely project implementation.
- The WASH Officer will conduct continual review of technical designs and functionality of water supply systems and hand pumps to ensure efficient operation as well as reliability and supply of clean portable water for targeted communities.
- Regularly monitor IDPs and host community's water supplies and estimate water requirement vis-à-vis the production of water from wells and hand pumps within the area.
- The duty holder shall fully participate in the development of BoQ and designs for all WASH infrastructural interventions with support from the WASH Engineer on the various projects including but not limited to latrines construction, borehole drilling and rehabilitations, etc.
- Work with the WASH team to design templates, construction BoQ for WASH related works, and a develop systems for monitoring work progress of the various project activities and performance of hired contractors.
- Provide rigorous supervision of WASH software and hardware works in the various IRW'S intervention areas.
- Provide technical supervision of contractors undertaking various IRW construction works in the villages/IDPs, host communities, and ensure work is delivered up to standard required by IRW.
- Periodically, conduct water quality testing for the established water facilities to ensure quality water supplies for the community.
- Participate in carrying out communicable diseases' surveillance in the community.
- Review technical reports from the various contractors and provide recommendations to the WASH Coordinator on whether the delivered infrastructures meet required standards and quality.
- Provide technical inputs in the development of IRW regular reports both internally and externally: Weekly, monthly, quarterly, & annual reports.
- Provide technical input/ verification of goods supplied by vendors before distributions.
- Provide capacity building training for WASH technicians, Hygiene promoters, Hand pump mechanics and Water Management committees (WMC) including community and school health committees/clubs to improve quality of service delivery.
- Provide regular field reports/updates to immediate supervisor on the overall WASH interventions in field location

PERSON SPECIFICATION

Qualifications

- Diploma/bachelor's degree in civil engineering, Water Engineering, public Health or Environmental Health science or any relevant technical qualification.



Experience

- At least three years of experience in the same field with reputable non-profit organization, government or private engineering/drilling firm.
- Experience in the management of WASH projects.
- Experience in drafting Bill of Quantities and architectural designing for infrastructure works
- Experience in ground water development and rehabilitation.
- Excellent experience with Microsoft office suits.

Skills

- Demonstrated skill in the use of AutoCAD, Arch cad, GIS software, and GPS device.
- strong skills on Microsoft Word including use of formulas and pivot tables

Attitude:

- Love field work
- Have ability to exercise sound judgment and make decisions independently
- Have willingness to perform any other duties as may be assigned from time to time by his/her immediate supervisor.

DESIRABLE

- Familiarity with the Do no harm policy, Humanitarian Accountability Programme etc.

Encourage ideas and give responsibility to all employees at all levels, to help solve the complex issues that we face. You will have many opportunities to be heard and take the initiative

Note: Applications for this position shall be evaluated daily on a rolling basis. Therefore, interested candidates are urged to apply timely. Suitable candidates shall be called for interviews before the closing date elapses.

• How to apply

Interested candidates should submit their applications letter briefly describing a motivation for the position and highlight relevant experience, updated Curriculum Vitae (CV), National ID and copies of certified certificates to official email address: IRSS.recruitment@islamic-relief.com.ss. Or to WAU office Hai Daraja not later than 20th May 2025 at 3:00 PM

Only shortlisted candidates will be contacted.

- Due to the urgency of these roles, Islamic Relief reserves the right to shortlist applications prior to the closing date.

Female candidates are strongly encouraged to join our work culture that empowers every employee to share ideas and take responsibility. At IRW, we think outside the box. We encourage ideas and give responsibility to all employees at all levels, to help solve the complex issues that we face. You will have many opportunities to be heard and take the initiative

