



### Job Advert



Position Title: Site Engineer  
Location: Awerial County-Lakes State and Tonj South County-Warrap State  
Number of post: 02  
Duration of Contract: 9 months with possibility of extension depending on funding availability.  
Application Start: 26/05/2023  
Application End: 14/06/2023

### **Organization Background**

*HelpEducation South Sudan* (HESS) is a nonprofit humanitarian, developmental organization established to address the most urgent literacy needs of the people of South Sudan. It is implementing a range of interventions in the areas of education. It is registered by the relevant authorities in the country including the Relief and Rehabilitation Commission (**Reg. #696**) with a legal mandate to serve the people of South Sudan. We have had programming in greater Bhar El Ghazal (Awerial, Yirol East, Rumbek Gogrial) Greater Equatoria (Juba, Terekeka, Mundri) and Greater Upper Nile (Bor).

### **Scope of work**

Under the direct supervision of HESS field coordinator, and with guidance program director, the incumbent will be responsible for supporting coordination and monitoring all the construction work in the field including providing technical support and managing construction and renovation activities.



## **Main Duties and Responsibilities**

1. Conduct the kick-off meeting of construction works with the construction company, the engineering firm, and relevant government counterparts.
2. Provide close monitoring of construction activities by undertaking regular site visits and conducting regular technical meetings including joint monitoring with relevant government technical services; follow up progress for each activity per milestones and review site supervision
3. Check technical documents related to construction (design drawing, technical specifications, and bills of quantities); verify whether they are clear, complete, and compliant with programmatic and construction needs, eco-efficiency and accessibility requirements; undertake the action required to endorse these technical documents by relevant ministries.
4. Follow up with the construction firms and government entities for obtaining all permits required for construction activities prior to initiating works.
5. Reports to ensure work compliance with norms, standards, and timeline; verify quality and precautions on health and safety standards on the ground.
6. Use effective monitoring and supervision tools to easily ensure assessment of work quality, progress, and performance of construction firms and construction companies during the entire duration of the project; apply the multi-layered approach to construction supervision and quality assurance; use documented hold and inspection points, where applicable.
7. Participate in the partial, substantial, and final reception of works after verifying the correction of all defects during the Defects Liability period, prepare and issue relevant completion certificates.
8. Provide support to the organization contract administration on contract management, amendments, variations, duration extensions, applying liquidated damages, etc. ensure all documents/information required for contract management are available complete, and properly archived.

## **Key function, accountabilities, and related duties**

The site engineer will present a monthly report detailing the activities undertaken and deliverables submitted during that period. The report will be document inputs made by the Engineer for the effective and timely implementation of construction/rehabilitation activities.

### **The monthly deliverables comprise:**

Report on the physical progress of construction works. The report will also include findings, challenges, and recommendation on the field visits.

Technical review and inputs into assessment reports, designs, BOQs, specifications and construction monitoring report provided by construction consultancy firms.



The work must be documented with:

- Monthly report submitted in hard and electronic copy, including the electronic copy of the deliverables submitted during the month.

### **Qualification Requirements**

1. Minimum 3 years of relevant experience.
2. Recognized university degree in civil engineering, construction management, architecture, or similar discipline.
3. Good analytical and negotiation skills.
4. Ability to prepare elaborate and precise reports.
5. Ability to supervise and direct a team of professional and support staff working on construction projects.
6. Ability to communicate properly in English both in writing and speaking with management and construction workers, Juba Arabic will be an added advantage.

### **SPECIAL CONDITIONS**

#### ***HESS commitment to Safeguarding***

HESS is committed to the safeguarding and protection of the communities we serve, our partners, our volunteers, and our staff.

As part of this commitment to safeguarding, all offers of employment will be subject to satisfactory references and appropriate background checks. HESS also participates in the Inert-Agency Misconduct Disclosure Scheme; we will request information from job applicant's previous employers about any findings of sexual exploitation, sexual abuse and/or sexual harassment during employment or incidents under investigation when the applicant left employment.

**Deadline for submission of applications is 14<sup>th</sup> June, 2023. Interested Applicants should send hard copies of their CVs academic documents and Cover letters to HESS Office in Mingkman-Awerial at Humanitarian HUB, Tonj South, and Juba Office at Yaro Plaza, 3<sup>rd</sup> Floor, Hai Cinema, while the soft copies to be sent to: [ed.helpeducationssd@gmail.com](mailto:ed.helpeducationssd@gmail.com), and copy [nhial.helpeducationssd@gmail.com](mailto:nhial.helpeducationssd@gmail.com)**

**Only shortlisted candidates will be contacted via e-mail or phone,**

**NB: The position is open for South Sudanese Nationals only.**

**NB: Women are strongly encouraged to apply!**

