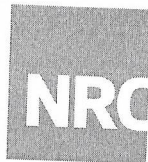


Approve by Director Labour office  
Warrap state 14/07/20



**NORWEGIAN REFUGEE COUNCIL (NRC)-SOUTH SUDAN**  
**Vacancy Annoucement**

**JOB TITLE:** Project Officer –Engineer for Physical Infrastructure Design LFS  
**REPORTING:** Livelihood & Food Security Team Leader  
**DUTY STATIONS:** Alek, Warrap State  
**DURATION AND TEPY OF CONTRACT:** 5 Months renewable subject to funding  
**STARTING DATE:** As soon as possible  
**SALARY:** As per NRC National Scale

The Norwegian Refugee Council (NRC) is an independent humanitarian organisation. Our task is to improve international protection of refugees and internally displaced persons, and to offer emergency humanitarian assistance regardless of race, nationality or political views. Our efforts are founded on the principle that all human beings are entitled to a life in peace, liberty, safety and equality, as this is expressed in the Universal Declaration of Human Rights. NRC has been working in South Sudan since 2004. Our core competencies include Education, Shelter, WASH, Food Security & Livelihoods (FSL), and Information, Counselling & Legal Assistance (ICLA).

Being an employee of the Norwegian Refugee Council (NRC) in South Sudan, the Project Officer Engineer is expected to represent NRC in a responsible manner and always act in accordance with NRC's Code of Conduct.

**Role and responsibilities**

Project Officer-Engineer for Physical Infrastructure Design with Civil Engineering qualifications and experience, will be responsible for technical drawings, physical infrastructures design, monitoring and supervision of physical infrastructures construction and maintenance. He/she will guide and support construction of solar drier, shallow wells, multipurpose ponds, road dykes, and flood control dykes, community access roads and improved local storage facilities among others

**REPORTING TO**

Livelihood & Food Security Team Leader

**DUTIES AND RESPONSIBILITIES:**

1. Ensure adherence to NRC policies, tool, handbooks, guidelines and donor requirements
2. Implement the FSL activities according to strategy, proposals, budgets and plans
3. Prepare periodic status reports and other documents as required by management
4. Ensure proper filing of documents
5. Break down the annual operational plans into weekly, monthly and quarterly implementation plans
6. Coordinate with relevant partners
7. Ensure that procurement, development and delivery of materials and equipment are timely and according to procedures
8. Train and guide contractors
9. Promote and share ideas for technical improvement in order to improve the quality of physical infrastructures created with WPF funding
10. Ensure that physical infrastructures created/developed are meeting both NRC and Donor specification and standard



11. As require, assesses sites where community assets and infrastructures development would be constructed and prepares technical drawings/bills of quantities where necessary.
12. Undertakes regular sites supervision visits and submit monitoring reports.
13. Keeps the supervisor informed of irregularities or problems at construction sites, delays and security threats.
14. Fills in and keeps track of requisition, purchase orders and any other related internal documentation in place at NRC.
15. Follows NRC Logistics procedures for procurement and ensure timely delivery.
16. Takes active roles in provision of guidance in construction of community assets creation such as shallow wells, multipurpose ponds, road dykes, flood control dykes and community access roads.
17. Advises the contractors, foremen and skilled workers in matters related to construction techniques of community infrastructures as appropriate.
18. Works closely with local authorities, mainly the state ministry of physical infrastructures and land to ensure set standards by relevant authorities are adhered to.
19. Ensures proper engagement of community members and other relevant stakeholders
20. Identifies and mobilizes local resources to support construction of community assets.
21. Ensures proper handover of constructed community assets to relevant authorities and stakeholders
22. Other relevant tasks as assigned by the line Supervisor.

#### Qualifications and Competencies

- University honour degree in general Engineering, Civil Engineering or related field
- Certificate in construction
- Having minimum of 3 years of experience and skills in construction
- Previous experience with international NGOs is an advantage
- Previous experience from working as construction monitoring assistant or supervisor in humanitarian/recovery context is an asset
- Previous experience from working in complex and volatile contexts
- Documented results related to the position's responsibilities
- Fluent in both English and Arabic, both written and verbal
- Valid driving motorcycle license and national identity documents are important requirements

#### Application Procedure:

- The applicant must provide a detailed CV as well as an application letter with an explanation as to why he/she would like to work for NRC, and why you believe you are the best candidate for this position. Contact details including phone numbers and address plus three references (one of these should be your current or most recent employer) are essential.
- Please do not submit original certificates. Submitted application documents will NOT be returned.
- Applications must be submitted no later than <sup>22K</sup> 15<sup>th</sup> July 2022 in an enclosed envelope clearly marked "Application for Position of Project Officer –Engineer , Warrap State to NRC Offices (Hard copy only accepted)

Only short-listed candidates will be contacted, by e-mail or by phone.

*Note: Due to the urgency of duties, the Hiring team will review applications on rolling bases and will select a suitable candidate before closing date*