



**Our Vision for every Child, Life in all its Fullness; Our Prayer for every heart, the will to make it so
Building Brighter Futures for Vulnerable Children**

**JOB OPPORTUNITY AT WORLD VISION INTERNATIONAL – SOUTH SUDAN
EXTERNAL ADVERTISEMENT**

World Vision is a Christian Relief, Development and Advocacy Organization dedicated to working with Children, Families and Communities to overcome poverty and injustice. World Vision serves all people, regardless of religion, race, ethnicity or gender. All employment in World Vision is conditioned upon successful completion of all applicable background checks, including criminal record checks where possible.

World Vision International - South Sudan is now seeking for a qualified and dynamic Individuals (**Man or Woman**) who are willing to share in our vision and promise to Children, to join us in the role below:

Job title: School Feeding Monitor
Reporting to: School Feeding Officer
Location: Juba
Availability: As soon as possible

50 - hrs
Approved by Senior Inspector,
MOL/RSST/1
21/03/2023



Purpose of the position:

To mobilize key stakeholder for participation in School Feeding, Monitor and report according to World Vision standard onsite meal/ take home ration procedures and provide end user monitoring and accurate documentation on all commodity supplied under school feeding activities in schools. Work closely with the school feeding Project Officer, Colleagues and other Education partners and participate actively in training activities to the project stakeholders.

Key Responsibilities

Commodity Management and distribution at schools

- Ensure that all commodities/cash entrusted to World Vision arriving at schools are properly accounted for.
- Scrutinize all waybills for commodities arriving at schools.
- Ensure that the commodities/cash are of correct quantities and quality as manifested on the waybill. Immediately record all quantities delivered short (missing), quantities lost in transit and quantities damaged if any. All observations must be recorded immediately. Commodities must carefully be counted during off-loading.

At the school, commodities must be stacked in an organized manner, by commodity type to facilitate easy dispatch



Project Monitoring

- *Ensure that School Monitoring checklists are properly completed and filed in the respective files*
- *Supervise the collection of project documents and forms from the sites and send them to the Field/District Coordinator for the preparation of the monthly distribution plans for every commune.*
- *Supervise the daily work in progress*
- *Based on the distribution plan for each site and actual man-days, submit commodity request for approval by Field/District Coordinator*
- *Supervise the usage of food commodities at the schools*
- *Prepare Distribution Center Visit Reports after every distribution.*

Ensure Commodity Accounting at schools

- Ensure proper accounting of all quantities of commodities received schools
- Ensure proper completion and safe return of waybills, Food Distribution Receipt Certificate, Form 3s, Truck Inspection and or Loss/Damage report
- Responsible to ensure that all necessary equipment is available at the school, including forms, plastic sheets, measuring devices etc

Documentation and Reporting at the schools' level.

- *Prepare all the required reports*
- *Ensure proper filling of the documents per school are kept safely in the sub-office (reporting).*
- *Ensure proper filling of the following documents is done at each school:*

Qualifications: Education/Knowledge/Technical Skills and Experience Required

- Minimum of Diploma in Social Sciences or Development Studies or any other related fields from recognized university.
- Two years' experience in a related field preferably in commodity programming and logistics
- Direct experience and thorough working knowledge of food aid legislations and regulations of major donors such as United States, WFP and the EU.
- Excellent presentation and report writing skills.
- Ability to effectively develop rapport and relate to donors, NGOs, and government stakeholders
- Show commitment to capacity building and people development.
- Knowledge of humanitarian aid standards as well as accountability standards
- Must have computer knowledge (MS Word, Excel and PowerPoint).



- Ability to work in a conflict zone and harsh conditions with minimal infrastructure.
- Excellent organizational communication and interpersonal skills
- Has strong knowledge of core principles of children rights, participation, do no harm, as well as children in emergencies minimum standards.
- Demonstrates Christ-centered life and work
- Understands and is committed to WV's vision, mission and core value.
- South Sudanese Nationals only

HOW TO APPLY

Interested candidates (**South Sudanese Nationals**) who meet the above criteria should submit their application, cover letter and an updated CV with at least three referees with their telephone and email contacts. Address your application to **The Human Resource Manager, World Vision South Sudan**. **Indicate the position you're applying for in the subject line.**

Applications should be submitted to this email recruitsdno@wvi.org or Hand deliver to any of World Vision offices. **Closing date for receiving applications is: 7th April 2023**

World Vision has zero tolerance towards sexual exploitation and abuse (SEA), sexual harassment and other types of abusive conduct (i.e., discrimination, abuse of authority and harassment). All members of World Vision workforce have a role to play in promoting a safe and respectful workplace and should report to World Vision any actual or suspected cases of SEA, sexual harassment and other types of abusive conduct. To ensure that individuals with a substantiated history of SEA, sexual harassment or other types of abusive conduct are not hired by the Organization, World Vision will conduct a thorough background verification of the final candidate.

