

Time HR  
Approved by Director of Labor 81K



## INTERNATIONAL MEDICAL CORPS

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### JOB VACANCY -ADVERTISEMENT

*International Medical Corps never asks job applicants for a fee, payment, or other monetary transaction. If you are asked for money in connection with this recruitment, please report to International Medical Corps at the website provided at the end of this document*

|                                |                                  |
|--------------------------------|----------------------------------|
| Job Title:                     | Construction Officer 1# Position |
| Country Program:               | South Sudan                      |
| Location of Position:          | Malakal & Pigi County            |
| Job status:                    | Non -Relocatable                 |
| Position Opened for:           | South Sudanese                   |
| Desired Start Date:            | 15 <sup>th</sup> August'2022     |
| Advertised date                | 21 <sup>st</sup> July' 2022      |
| Closing Date for Applications: | 7 <sup>th</sup> August' 2022     |

#### Organizational Background

International Medical Corps is a global, humanitarian, nonprofit organization dedicated to saving lives and relieving suffering through health care training and relief and development programs. Established in 1984 by volunteer doctors and nurses, International Medical Corps is a private, voluntary, nonpolitical, nonsectarian organization. Its mission is to improve the quality of life through health interventions and related activities that build local capacity in underserved communities worldwide. By offering training and health care to local populations and medical assistance to people at highest risk, and with the flexibility to respond rapidly to emergency situations, International Medical Corps rehabilitates devastated health care systems and helps bring them back to self-reliance.

#### Job Purpose:

- As construction Officer should have to Ensure all procured construction materials are in the right quantity and quality standards and delivered on time.
- Monitor all field construction activities, contractors, and teams.
- Ensure regular attendance on site or for at least identified milestone (foundations, superstructure, concreting, formwork, roofing etc.) activities on the planned work schedule.
- Ensure that work orders and BOQs instructed by Construction Engineer are clearly communicated to the contractor.

#### Essential duties/Job requirement:





- He/she will be responsible for daily activities in the facilities which among others include:
- Implementation and Supervision of IMC construction projects to ensure compliance with specifications, drawings, BOQs, agreed quality standards and planned work schedules.
- Ensure all procured construction materials are in the right quantity and quality standards and delivered on time.
- Monitor all field construction activities, contractors, and teams.
- Ensure regular attendance on site or for at least identified milestone (foundations, superstructure, concreting, formwork, roofing etc.) activities on the planned work schedule.
- Ensure that work orders and BOQs instructed by Construction Engineer are clearly communicated to the contractor.
- Timely communication of any claims by the contractor; ensuring records have been kept of potential causes for claims such as site activities (or non-activity), weather conditions, access problems etc.
- Timely communication of any engineering related issues on site; requiring Construction Engineer presence/attendance.
- Assist in monitoring well-being, health & safety of work sites as appropriate.
- Demonstrate high levels of commitment to IMC values and policies to ensure objectives are met.
- Ensure that constructions team respect local cultural and gender sensitive issues.
- Build positive working relationships with local communities, government officials, and other humanitarian representatives
- Assist in the training local authorities (the CHD) on specific maintenance issues for the renovated & constructed structures.
- Take minutes of meetings to be organized between IMC I and contractor.
- Prepare and submit construction Progress updates to IMC field offices and Juba coordination.
- Collect daily reports from community focal points and contractor (telephone/face-to-face communication).
- Prepare weekly site progress reports (with photographs of both good and bad quality issues) and submit to Program Manager.
- Prepare monthly Activity Reports and submit to the Logistics Officer and Program Manager.
- Prepare site visit reports and submit them to the Logistics Officer and Program Manager
- Perform other duties as assigned by supervisors.
- The duties and responsibilities listed above are representative of the nature and level of work assigned and are not necessarily all inclusive.
- Actively promote PSEA (Prevention of Sexual Exploitation and Abuse) standards within International Medical Corps and amongst beneficiaries served by International Medical Corps.

**Outputs of the Position:**

- The outputs will be measured based on the above key responsibilities. However, major output expected from the construction officer will be
- Rehabilitation/Renovation of health facilities, completed in time, in budget and per the required quality.
- Construction of WASH facilities in various parts of IMC operations.





- Construction of temporary incinerators and/or waste management pits for the priority Health facilities
- Construction of UNICEF Standard pit latrines for (2 stances for PHCCs and PHCUs)
- Construction of placenta pits for PHCCs/POC and PHCUs.
- Installation/piping and connection of water Tanks from the rainwater harvesting for prioritized health facilities.
- Construction of temporary areas where health facilities are relocated
- Support the Compound upgrading, improvements and expansions.
- Renovation/Expansion of the maternity Rooms,
- Constructions and Improvements of the Clinic Areas.
- Improvements of the MHPSS Rooms,
- Construction or improvements of the waste management Area.

**Personnel Qualifications (Special training/experience required) provide 6-7 requirements:**

- Should have a minimum of Diploma in Civil Engineering, construction management or related fields of study Should have related experience of 3 years.
- Should have experience on construction/supervision of building projects and water facility projects.
- Ability to work outside working hours on site as required.
- Profound cross-cultural awareness and insight into health care issues
- Ability to exercise sound judgment and make decisions independently
- Extremely flexible, and have the ability to cope with stressful situations and frustrations
- Ability to relate to and motivate staff effectively
- Ability to read, write, analyze, and interpret, technical and non-technical reports in the English language.

**Actively promote PSEA (Prevention of Sexual Exploitation and Abuse) standards within International Medical Corps and amongst beneficiaries served by International Medical Corps**

**HOW TO APPLY:**

Interested candidate (**South Sudanese Nationals**) who meets the above criteria, should submit their application (cover letter) indicating daytime, contact numbers, copies of Updated CV with at least three referees, their telephone and email contacts, South Sudanese Nationality ID Card or Passport, Birth Certificate, Academics Certificates, addressing to Human Resource Department IMC. If you are submitting your application through email, please submit to

[nmonykuich@internationalmedicalcorps.org](mailto:nmonykuich@internationalmedicalcorps.org). Hand delivered applications should be submitted to IMC Office HUB.

**Note:** Clearly indicate the position you are applying for on the back of your Envelop OR on subject line of your e-mail.

**Closing date for receiving application: 7<sup>th</sup> August' 2022**

**We appreciate your applications; however, Only Shortlisted Candidates will be contacted for interviews.**

Website for reporting misconduct: [www.InternationalMedicalCorps.ethicspoint.com](http://www.InternationalMedicalCorps.ethicspoint.com). **Please do not submit your CV or application to this website, it will not be considered for review**

