



VACANCY ANNOUNCEMENT

Job Title:	Sanitation Officer
Number of Post	One (1)
Band /Level /Grade:	8B
Department:	Environmental Health
Location:	Ajuong Thok
Overtime Eligible:	N/A
Date of Issue:	Friday, 3 rd September 2021

Background/IRC Summary:

The International Rescue Committee as one of the world's largest humanitarian agencies, provides relief, rehabilitation, and post-conflict support to victims of oppression and violent conflict in 42 Countries. IRC is committed to bold leadership, innovation, and creative partnerships. South Sudan, an independent nation since 9th July 2011, is emerging from decades of brutal civil war rooted in disputes over religion, ethnicity, resources, governance, and self-determination. The security situation remains fragile, and the operational context is challenging. IRC has been in South Sudan since 1989 and currently operates in Northern Bahr El Ghazal, Lakes, Unity and Central Equatoria States. IRC South Sudan program is currently seeking qualified candidates to fill the above vacant position.

Job Summary:

Under the supervision of the WASH manager, the Environmental health/Sanitation Officer will be involved in planning, implementation, management, monitoring, and evaluation of the implementation of sanitation infrastructures and capacity building of staff and volunteers in the communities to promote good sanitation and hygiene practices. S/he will be responsible for the construction of sanitation facilities and management of field team, intensive training, and mentoring skills, and working in coordination with the other Water supply and Sanitation officers. The position requires strong sanitation facilities designing skills, construction supervision including good team leadership.

Major Responsibilities/Duties:

The main duties and responsibilities of the Sanitation Officer includes the following:

- ✓ Assist the WASH manager to develop all the necessary designs, technical drawings, bills of quantities, and specifications for the sanitation projects in Host communities. Also, prepare follow-up schedules to sanitation projects implement throughout the construction phase and ensure that designs specifications are followed during construction by the construction technicians.
- ✓ Work closely with the host community leadership and identify households that are ready to construct latrines and support the targeted households with the required materials and monitor the constructions.
- ✓ Work closely with other EH WASH Officers to Lead and monitor the team of construction technicians, supervisors, sanitation assistants, and sanitation promoters in implementing all the aspects of sanitation components in the targeted host communities.
- ✓ Coordinate with the field team to ensure accurate sanitation data including beneficiaries of constructed household and shared latrines are gathered and correctly recorded.
- ✓ Organize and facilitate training for Sanitation promoters on Participatory sanitation and hygiene promotion approaches, (PHAST, CHAST, and CLTS).
- ✓ Engage the targeted community leaders to develop a community mobilization plan and strategy for effective sanitation project implementation in the communities.
- ✓ Monitor decommissioning procedure and ensure that the procedures follow appropriate standards
- ✓ The Sanitation officer will be responsible to organize training and international observance days related to sanitation.
- ✓ Assist the WASH manager in reporting timely on the progress of work and challenges weekly and monthly basis
- ✓ Assist the EH manager by contributing to procurement planning, PR, and warehouse balance monitoring in coordination with the inventory officer.
- ✓ Participate in emergency Environmental Health/WASH sector need assessment when required and support in drafting need assessment report.

- ✓ Supervise all outsourced construction activities for Environmental Health/Sanitation facilities construction and ensure the design and constructed facilities meet the UNHCR and IRC standards.
- ✓ Draft and share weekly reports for the sanitation component with the WASH Manager.
- ✓ Ensure the appropriate management of Environmental Health/WASH items at the warehouse and liaise with the supply chain to ensure that bi-weekly checks are made on camp store stock records.
- ✓ Act as the focal person for all activities, participate in meetings regarding Environmental Health/WASH activities in the refugee camp as advised by supervisors.
- ✓ Perform any other tasks assigned to you by supervisors.

Job Qualifications/Minimum requirements:

- ✓ **Education:** Minimum diploma in civil engineering, Mechanical Engineering, Environmental Health, Architecture, or another related field.
- ✓ **Experience:** Experience in Environmental Health/WASH project implementation, preferably in host communities or camps, transit centers, or displacement settings. Experience in supervising contractors and interaction and interaction with other implementing partners. Knowledge of national WASH strategies and standards related to the provision of Environmental Health/WASH services in local host communities and camp settings. Proven experience in computer literacy in the use of design software applications including AutoCAD, MS office programs, email, and database.
- ✓ **Competencies and Skills:** Proven experience in computer literacy in the use of design software applications including AutoCAD, MS office programs, email, and database. Proven project planning, organizational, interpersonal, and communication skills. Fluency in English, both verbal and written. Ability to work under pressure in a potentially unstable security environment.

Key Working Relationships:

- ✓ **Position Reports to:** WASH Manager.
- ✓ **Position directly supervises:**
Other Internal and/or external contacts:

Compliance: Ensure that all activities respect the principle of confidentiality and that all incidents reported to IRC are handled with due regards to protection principles. Ensure adherence to IRC-South Sudan specific finance, logistics, IT, security, communications and human resources/administration policies and procedures. Incorporate and comply with new procedures and guidelines designated in circulars from Country Director. Ensure any violations of the IRC Sexual Abuse and Exploitation Code of Conduct are reported to the Country Director, or through the anonymous reporting mechanism. The reporting of violations is an obligation on the part of all staff members. Assist where necessary in undertaking activities that aim to prevent the occurrence of sexual abuse and exploitation of beneficiaries by IRC and other humanitarian workers. Ensure compliance of IRC's Child Safeguarding policy in all IRC activities and report any violations observed or reported through the necessary channels immediately.

Confidentiality: Ensuring the non-disclosure of any information whatsoever relating to the practices and business of IRC acquired in the course of duty, to any other person or organization without authority, except in the normal execution of duty.

Professional Standards: The IRC and IRC workers must adhere to the values and principles outlined in IRC Way - Standards for Professional Conduct. These are Integrity, Service, and Accountability. In accordance with these values, the IRC operates and enforces policies on Beneficiary Protection from Exploitation and Abuse, Child Safeguarding, Anti Workplace Harassment, Fiscal Integrity, and Anti-Retaliation, Combating Trafficking in Persons, and several others.

Gender Equity: IRC is committed to narrowing the gender gap and leadership positions. We offer benefits that provide an enabling environment for women to participate in our workforce including parental leave, gender sensitive security protocols and other supportive benefits and allowance.

Equal Opportunity Employer: IRC is an Equal Opportunity Employer. IRC considers all applicants based on merit without regard to race, sex, color, national origin, religion, sexual orientation, age, marital status, veteran status, disability, or any other characteristic protected by applicable law.

The position is strictly for **SOUTH SUDANESE NATIONAL WITH ALL REQUIRED NATIONAL DOCUMENTS.**

How to Apply: Interested applicants should submit a **CV with 3 references** (Please indicate referee telephone number and email address) and a copy of academic and training certificate, a copy of **national ID** and **day time telephone contact** address it to the **Human resources Department, IRC South Sudan** and you can delivered your Application to **IRC Head office in Juba Goshen House, or field office in Ajuong Thok/Pamir/Jamjang**, or you can e-mail your applications to SS-HR@rescue.org Deadline for submission **Wednesday 22nd September 2021** before **5:00PM** Central African Time.

NOTE: Only short-listed candidates will be contacted and attach photocopies only while original will be asked at the interview panel and all the photocopies will remain the property of IRC. Any candidate who may wish to do job solicitation to win favor whether directly or indirectly will automatically lead to disqualification of one's application once detected at any stage of the process.

PLEASE REMEMBER TO CLEARLY INDICATE THE POSITION YOU ARE APPLYING FOR ON THE ENVELOP (Hand Delivery)/SUBJECT Email)

FEMALE APPLICANTS ARE HIGHLY ENCOURAGED TO APPLY



Reviewed by RIRC office

Approved by Labour, Public Service and (HRD) office



31/09/2021