



**Save the Children**



12 August 2025

### Job Advertisement

Save the Children is an international non-governmental organization that works for a future of children, their families and communities realize social equity and dignity; have access to their basic physical, emotional and development needs.

Save the Children has zero-tolerance policy on conduct that is incompatible with the aims and objectives of the organization, including sexual exploitation and abuse, sexual harassment, abuse of authority and discrimination. All selected candidates will be expected to adhere to Save the Children's policies and procedures and the standards of conduct expected and will therefore undergo through Legal vetting, reference/background checks

SCI is seeking to recruit: -

**Job Title: Construction Engineer/Manager**

**Location: Field Based position**

**Reports to: Head of Supply Chain.**

**Contract Period: 2 Year**

### CHILD SAFEGUARDING:

**Level 3:** the role holder will have contact with children and/or young people either frequently (e.g., once a week or more) or intensively (e.g., four days in one month or more or overnight) because they work in country programs; or are visiting country programs; or because they are responsible for implementing the police checking/vetting process staff.

### KEY AREAS OF ACCOUNTABILITY:

#### **Planning and proposal development:**

- Lead on construction need assessments in coordination with other SC thematic areas and/or other external sector agencies, ensuring assessment findings are documented and that all assessments include a specific analysis of children's needs.
- Working with the Field Managers, Program Managers and Field team to prepare strategy for construction activities.
- Preparation of Construction Planner in coordination with Field Office and Program team to prepare construction plan, identify needs, draft detailed implementation plan (DIP), monitoring and handover plan.



- To conduct field visit to carry out the assessment, prepare bill of quantity (BOQ), Cost estimate, Specifications, Design & drawings of infrastructures by following National and international standards while preparing project proposals.
- Working closely with the Program and Operations team to support proposal development process.
- Contribute proposal development team to develop high-quality concept notes and proposals, and technical reports.
- Support Sector leads to prepare timely programme and donor reports on project activities in compliance with internal SC requirements and any relevant external donor requirements.
- Working closely with the HR team, identify Construction/Infrastructure staffing needs for field Office, and support on staff recruitment, induction, and training of new staff.
- Identify programme supplies needs and coordinate with the Supply Chain team to put in place a sensible phased procurement plan.

#### ***Monitoring and Evaluation:***

- Working closely with the Monitoring & Evaluation team put in place a sector M & E plan, ensuring this links to reporting requirements, and capacity build technical field staff in carrying out the work.
- Working closely with the Accountability lead put in place accountability activities for respective thematic area, ensuring that feedback from all relevant stakeholders is considered in programme design.
- Support Sector leads to prepare and oversee programme implementation to ensure timely delivery of programme activities (for example, monitoring against log frames, individual performance management work plans).
- Prepare and use site assessment checklist, quality control checklist and monitoring checklist.

#### ***Design and implementation:***

- Ensure that all infrastructures (temporary or semipermanent or permanent) are designed in compliance with national/international standards of life-safety and meet minimum standards for facilities, inclusive use and child sensitivity.
- Ensure that all activities comply with the SCI Policies and Procedures including Construction Policy and Benchmark standards, Safeguarding and Procurement,
- Oversee and contribute to the selection of sites, design of works and development of high-quality design documentation (drawings, bills of quantities - BOQ, cost estimates and specifications).
- Design and oversee the processes for supervision, quality assurance and community engagement on all construction sites in order to assure quality, timely and cost-effective delivery.
- Ensure that standard designs used for planning are developed and regularly updated with market prices and lessons learned to comply with relevant hazards and seasonal fluctuations.
- Handover the construction sites once contract agreement carried.
- Conduct regular field visit to check construction quality, progress, process and ensure all construction activities are completed on time.
- Prepare detailed workplan by considering seasonal calendar with contractors.
- Conduct field inspection, prepare inspection report, running bill report, completion report and defect liability assessment report as per need.
- Recommend the contractor payment as per progress of work by conducting necessary field checks and produce certification to meet compliance.



**Procurement and Contract Management:**

- Support Field Team to prepare purchase request (PR) for construction related activities.
- Actively lead to prepare invitation to Tender (ITT- Bid) documents by ensuring all the required information to meet compliance.
- Provide technical advisory role while preparing competitive bid analysis (CBA).
- Work very closely with Supply chain team to review contract agreement
- Prepare construction tracker in regular basis and share it with Management team.
- Support field team to facilitate procurement and contract management issues.
- Support Supply chain team to manage Contract Management
- Work very closely with Supply chain focal points to update the supplier roster in regular basis.

**Capacity Building:**

- Identify learning and training opportunities for Field technical staffs such as Engineer, construction supervisors and work as a mentor and role model for less experienced staff.
- Provide technical leadership for Construction in the Country Office and set the strategic approach in relation to the wider country strategy.
- Build and develop the capacity of the construction and engineering team through the use of effective training, performance management frameworks and development plan.
- Provide technical line management to Field/Area Office construction staffs.
- Provide technical knowledge to field program team to conduct day supervision of construction works.

**Inclusiveness & child safeguarding:**

- Ensure all infrastructures are designed and built by considering people with disabilities (PWDs), gender and children (Disable friendly, Child Friendly and gender friendly).
- Ensure child safeguarding during the construction and constructed facilities are child friendly.
- Ensure appropriate site safety measures are in place in construction works.

**General:**

- Comply with Save the Children policies and practice with respect to child safeguarding, code of conduct, health and safety, equal opportunities and other relevant policies and procedures.
- Ensure all construction activities are carried as per SCI construction Policy, Quality benchmark Standards, procurement manual and other SCI policies.

**QUALIFICATIONS**

- Minimum Advanced Diploma in Civil Engineering with more than 2-5 years of relevant experience, or bachelor's in civil engineering/ architect with 3 years of relevant experience in development or humanitarian context.
- Experience of site supervision and project management for construction across multiple locations
- Strong understanding of public health & WASH issues in education and health sectors, with attention to specific needs of women and children.
- Strong English language skills and ability to communicate clearly in both verbal and written form.
- Experience in the management of a technical team of engineers and liaison with a wide range of stakeholders for the implementation of projects, and in training and capacity building.
- Experience in the development of building designs including hazard mitigations and child appropriateness for both emergency and development contexts.
- Highly developed interpersonal and communication skills include influencing, negotiation, and coaching.



- Proficiency in design software such as AutoCAD/ArchiCAD, SAP, ETAB or similar and a high level of computer literacy (word, excel, ppt etc.)
- High-level skill to prepare Bill of Quantity (BOQ), cost estimate and drawings required for infrastructures.

#### **Desirable**

- Language skills in Arabic and local languages.
- Experience or knowledge of working and living in relevant regions/contexts
- Experience in WASH & Shelter programmes
- Specific experience of designing and managing major donor projects

#### **Application Information:**

Click the provided link to apply ([SCI Career Site Careers \(oraclecloud.com\)](https://oraclecloud.com))

Please attach the following documents

1. Application letter/Cover letter and CV
2. Copy of Nationality ID must be a South Sudanese
3. Education Qualifications/ Transcript and Certificate.

We need to keep children safe so our selection process, which includes rigorous background checks, reflects our commitment to the protection of children from abuse.

All employees are expected to carry out their duties in accordance with our global anti-harassment policy.

In case you face difficulty in accessing the link, please come to Save the Children head office Juba Hai Malakal or SCI Field Offices for technical support or submit hard copy.

Deadline for submitting applications: **1<sup>st</sup>, September 2025.**

Cc: [MoIJobadvert@gmail.com](mailto:MoIJobadvert@gmail.com); (National Ministry of Labour email

