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S. H. A.  
15/9/21

Islamic Relief Worldwide



Job Description  
**WASH Officer -Kapoeta**

<b>REPORTING TO:</b> WASH Coordinator <b>Matrix Managed:</b> Field Coordinator
<b>LINE MANAGEMENT RESPONSIBILITIES:</b> WASH Technicians
<b>CHILD SAFEGUARDING:</b> Level 3: The role holder will have contact with children and/or young people <i>either</i> frequently (e.g. once a week or more) <i>or</i> intensively (e.g. four days in one month or more or overnight)
<b>ROLE PURPOSE:</b> The WASH Officer will be responsible for providing technical support in the implementation of WASH projects both hardware and software components of WASH program including construction and drilling/rehabilitation of water facilities and generating BOQs, technical drawings/ designs and day to day supervision of field activities to ensure quality service delivery. The duty holder shall remain responsible for all the software components that includes but not limited to; Community mobilization and capacity building trainings, HESAN awareness activities, home improvement campaigns, CLTS, PHAST and CHAST hygiene methodology rollout trainings, and WASH data collection.
<b>KEY WORKING RELATIONSHIPS</b> <ul style="list-style-type: none"><li>Has regular contact with all staff in the Field Office. Close contact with the Field Coordinators and programme staff in the project locations</li></ul>

**SCOPE AND AUTHORITY**

**Scope of the Role:**

The job holder is accountable for fulfilling his or her roles and responsibilities in line with Islamic values and principles of fairness, humanity, honesty, respect and fair treatment of his/her colleagues and staff.

**Responsibility for Resources:** None.

**KEY ACCOUNTABILITIES:**

- The WASH officer shall be responsible to develop and share all the relevant work plans to aid effective and timely project implementation.
- The WASH Officer will conduct continual review of technical designs and functionality of water supply systems and hand pumps to ensure efficient operation as well as reliability and supply of clean portable water for targeted communities.
- Regularly monitor IDPs and host community water supplies and estimate water requirement vis-à-vis the production of water from wells and hand pumps within the area.
- The duty holder shall fully participate in the development of BoQs and designs for all WASH infrastructural interventions with support from the WASH Engineer on the various projects including but not limited to latrines construction, borehole drilling and rehabilitations, etc.
- Work with the WASH team to design templates, construction BoQs for WASH related works, and a develop systems for monitoring work progress of the various project activities and performance of hired contractors.
- Provide rigorous supervision of WASH software and hardware works in the various areas of IRW'S operation.



**MAIN OFFICE**  
IR.SS. Along Unity Road  
Plot No.54, Block B-xvi  
Hai. Cinema, P.O Box 353

**WAU OFFICE**  
Hai Darajat  
Tel: 0916287894  
0929732333

**WARRAP OFFICE**  
Along the Warrap - AKOP Road  
Tel: 09126287961  
South Sudan

**KAPOTEA**  
Narus Compound  
Diocese of Torit  
Tel: 0921373324

Website: [www.islamic-relief.org](http://www.islamic-relief.org)  
RRC Reg No.051

- Provide technical supervision to contractors undertaking various IRW construction works in the villages/IDPs and host communities and ensure work is delivered up to standard required by IRW
- Periodically, conduct water quality testing for the established water facilities to ensure quality water supplies for the community.
- Participate in carrying out communicable diseases surveillance in the community.
- Review technical reports from the various contractors and provide recommendations to the WASH Engineer and WASH Coordinator on whether the delivered infrastructures meet the required standards and quality.
- Provide technical inputs in the development of IRW regular reports both internally and externally: Weekly, monthly, quarterly, etc.
- Provide technical input/ verification in the quality and quantity of materials received from suppliers before it is received by the logistics.
- Provide capacity building training for WASH technicians, Hygiene promoters, Hand pump mechanics and Water Management committees (WMC) including community and school health committees/clubs to improve quality of life.
- Provide regular field reports/updates to immediate supervisor on the overall WASH interventions in communities.

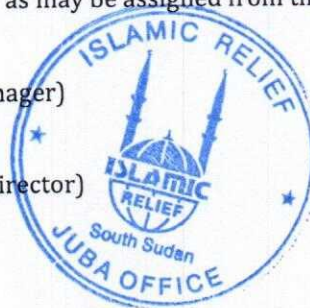
#### PERSON SPECIFICATION

##### **Qualifications/skills/experience**

- Degree in Civil Engineering, Water Engineering, public Health or environmental health science or any relevant technical qualification.
- At least two years of experience in the same field with a non-profit organization, government or private engineering/drilling firm.
- Demonstrated skill in the use of AutoCAD, Arch cad, GIS software, and GPS device.
- Experience in drafting Bill of Quantities for civil works
- Experience in ground water development and rehabilitation.
- Excellent experience with Microsoft Excel, including use of formulas and pivot tables with strong skills on Microsoft Word
- Ability to exercise sound judgment and make decisions independently
- Willingness to perform any other duties as may be assigned from time to time by your immediate supervisor.

Signed by \_\_\_\_\_ (Direct Line Manager)

Signed by: \_\_\_\_\_ (Divisional Director)



*[Handwritten signature]*

##### **Mode of Application**

Interested and qualified persons are requested to make their applications through: [IRSS.Recruitment@islamic-relief.or.ke](mailto:IRSS.Recruitment@islamic-relief.or.ke) OR drop a hand delivered copy of their application to **Islamic Relief South Sudan- Narus Office** at **Diocese of Torit** ( Tel:+211 921373324)

The deadline for application is **Close of Business, 4th October, 2021** at **5.00 p.m.**

