



International Organization for Migration (IOM)
The UN Migration Agency

SPECIAL VACANCY NOTICE IOM/VARIOUS/SVN2021/19

Open to Internal and External Candidates

Position Title : **Project Assistant - Engineer**

Duty Station : **Bor, Pibor – South Sudan**

Classification : **General Service Staff, Grade 5**

Type of Appointment : **Special Short Term, 6 months with possibility of extension**

Estimated Start Date : **As soon as possible**

Closing Date : **July 1, 2021**

Established in 1951, IOM is the leading inter-governmental organization in the field of migration and works closely with governmental, intergovernmental and non-governmental partners. IOM is dedicated to promoting humane and orderly migration for the benefit of all. It does so by providing services and advice to Governments and Migrants.

IOM is committed to a diverse and inclusive environment. External and internal candidates are eligible to apply for this vacancy. For the purpose of the vacancy, internal candidates are considered as first- tier candidates.

Scope and Context

Under the overall supervision of Shelter and Settlement Unit Program Coordinator and direct supervision of the National Officer/ Project Manager the incumbent will be required to provide support to Shelter construction & rehabilitation, infrastructure and NFIs program activities.

The Project Assistant will be required to perform the following responsibilities.

1. Under the supervision and guidance of the Shelter National Officer/Program Manager, support the construction and rehabilitation of shelters, infrastructures and NFI interventions.

2. Participate in technical assessments and data analysis to inform the implementation of Shelter and infrastructure activities (short and long-term) to respond to the needs of communities affected by conflict or natural disasters in Jonglei State and other State in South Sudan.
3. Implement Community Based infrastructure and Disaster Risk Management activities
4. Design and supervise community level flood-mitigation infrastructure schemes.
5. Participate in the design of the shelter and Settlement project interventions and prepare bills of quantity/cost estimates for shelters, Infrastructure, and related construction activities community infrastructure in a stipulated timeframe according to the Shelter cluster and IOM guidelines.
6. Conduct dissemination of good shelter construction practices/workmanship to local artisans supporting construction activities by conducting trainings prior as pre-kickoff preparations for shelter interventions.
7. Accurate and timely reporting of shelter/NFIs activities and verify the construction quality standards meet the description in the design and SOPs for monitoring and evaluation purposes.
8. Participate in-kind shelter & Non-food items responses and support the implementation of Cash-based Interventions.
9. Liaise and coordinate with Logistics unit on the procurement process of construction services, tools and materials approved by the shelter and Settlement program as provided for in the IOM SOPs.
10. Monitor implementation of shelter and settlement activities following instructions from Program manager and monitoring tools developed for the project management.
11. Verify constructions and activities are completed to a satisfactory standard and report status to the supervisor before final payment is authorized.
12. Ensure that materials and tools are used in accordance with design, BoQ and the Program quality design, ensure their proper record keeping.
13. Liaise and Coordinate project activities with National Officer/Project manager in the areas of Disaster Risk Reduction and Management including but not limited to capacity assessment and institution building for Disaster management and enhancing local capacities for risk assessment and building risk knowledge.
14. Networking and partnerships in the field of disaster risk management with partners on the ground and build capacity of the local communities.
15. Any other duties as may be assigned by the direct supervisor, Shelter and Settlement head of Unit and Program Coordinator

Desirable Qualifications.

Education.

- University Degree in Civil Engineering (construction) from an accredited institution with 3 years of experience in humanitarian shelter programming or,

- A Diploma in Construction and equivalent trainings from accredited institutions accompanied with four (5) years and practical experience in humanitarian shelter, NFIs and infrastructure programming in South Sudan.

Experience.

- Experience in the above or similar responsibilities with an ability to adapt to new techniques.
- Experience in rural/community development including one-year experience in community base disaster management.
- Extensive experience of construction and rehabilitation of buildings and civil infrastructure.
- Ability to deliver trainings.
- Computer literacy and report writing skills.
- Practical experience in the use of AutoCAD or other relevant infrastructure design software.
- Good interpersonal skills and willingness to work as a team member.

Desirable Competencies.

Behavioral.

- Inclusion and respect for diversity respects and promotes individual and cultural differences; encourages diversity and inclusion wherever possible.
- Integrity and transparency: maintain high ethical standards and acts in a manner consistent with organizational principles/rules and standards of conduct.
- Professionalism: demonstrates ability to work in a composed, competent, and committed manner and exercises careful judgment in meeting day-to-day challenges.
- Teamwork: develops and promotes effective collaboration within and across units to achieve shared goals and optimize results.
- Delivering results produces and delivers quality results in a service-oriented and timely manner; is action oriented and committed to achieving agreed outcomes.
- Managing and sharing knowledge continuously seeks to learn, share knowledge, and innovate.
- Accountability: takes ownership for achieving the Organization's priorities and assumes responsibility for own action and delegated work.
- Empowering others and building trust creates an atmosphere of trust and an enabling environment where staff can contribute their best and develop their potential.
- Strategic thinking and vision: work strategically to realize the Organization's goals and communicates a clear strategic direction.

Technical

- Executes Shelter and Infrastructure related tasks in a timely and accurate manner.

- Coordinates and corresponds in a clear and concise manner.
- Follows up tasks to ensure timely completion.
- Seeks to improve efficiency of Shelter and Settlement processes.
- Incorporates gender-related needs, perspectives, and concerns, and promotes equal gender participation.
- Demonstrates commitment to gender equality and prevention of GBV.
- Creates a respectful office environment free of harassment and retaliate
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Languages:

Thorough knowledge of English language is required. Knowledge of local languages is essential.

Method of application:

Interested candidates are required to complete the information in this link <https://ee.humanitarianresponse.info/x/#Yi5g> and submit a letter of motivation and curriculum vitae marked “**Project Assistant –Engineer**” IOM Office **Bor and Pibor** to e-mail: vss@iom.int. Applications needs to reflect the position title and vacancy number on the subject line. **Strictly On-line Applications will only be accepted.**

Women are highly encouraged to apply.

Posting Period: 17June 2021 to 1 July 2021