



## VACANCY ANNOUNCEMENT 2009 –37

### Cluster Engineers

<b>Post Title:</b>	<b>Cluster Engineers (National Post, 3 Positions)</b>
<b>Project:</b>	<b>Nias Islands Rural Access and Capacity Building Project (Nias-RACBP)</b>
<b>Duration:</b>	The scheduled completion date for the Project is June 2012. The initial contract will be awarded for a period of one year (with a 3-months probation period), and contract extension will be subject to a satisfactory performance
<b>Duty Station:</b>	District town in one of the four rural Districts in Nias Islands), with extensive travel to the different districts of Nias Islands.
<b>Grade:</b>	<b>NO-A</b>
<b>Starting date:</b>	<b>Post for Cluster North: December 1, 2009 Post for Cluster South: February 1, 2010 Post for Cluster West: July 1, 2010</b>

#### General Project Information

The Nias Islands Rural Access and Capacity Building Project (Nias-RACBP) is funded by the Multi-Donor Fund for Aceh and North Sumatra (MDFANS) and focuses on the improvement of the strategic rural transport network in Nias Islands. The budget for the Nias-RACBP is US\$ 10 million and the Project needs to be completed in June 2012. The Project will be implemented in three selected clusters in the North, South and Western Part of Nias Island.

The envisaged Project activities will contribute to post-disaster economic recovery and poverty alleviation for the communities of Nias Islands that were affected by the tsunami and the earthquake. The Project Development Objective of Nias-RACBP is for residents of the participating districts to utilize improved rural transport infrastructure and services and to benefit from better access to economic and social services and facilities.

The main construction activity of the Project is the improvement of selected strategic rural access roads, river crossings and foot bridges. In addition a small cultural heritage sub-component is included. Local resource-based approaches and methods will be used in the construction of the works.

The training and capacity building activities of the Project aim at enhancing the capacity of the involved local government agencies at district and sub-district level (Public Works Department and Bappeda), small-scale contractors, their staff, potential future supervisors, local communities and ILO's own newly recruited local project staff in the planning and delivery of investments in the rural roads network. The main delivery modality will be through on-the-job training and mentorship.

For project management and implementation, a Project Management Unit (PMU) will be established for the Project in Genung Sitoli in Nias Islands. This RACBP Nias-PMU will be headed by an international Team Leader. The organizational set-up of the Nias-PMU includes four functional sections for the delivery of the Project. These are: i) Training and Capacity Development Section; ii) Engineering Section; iii) Planning & Community Development Section, and; iv) Cultural Heritage Section. In addition, a Project Implementation Support Section will be established at the Nias-PMU to provide various financial, administrative, contract management, logistics and procurement support. The Project Implementation Support Section will also be responsible for monitoring and evaluation functions. Programming, administrative and financial implementation support will also be provided through the ILO Jakarta Office. At full staffing strength, the Nias-PMU Office will include 12 professional staff (2 international and 10 national) and 35 support staff (national).

### **General Duties and Responsibilities**

The Engineer shall work under the supervision and direction of the Deputy Team Leader to whom he/she shall report. The Engineer shall undertake his/her activities in close consultation and collaboration with the Nias-PMU project staff, with the district-level Public Works staff, and with other government officials involved in the planning and implementation of the construction works. Overall duties and responsibilities of the Engineer include the following:

- Supervise on a daily basis the work of the site supervisors and the technical maintenance supervisors of the Engineering Section of the Nias-PMU;
- Assume the responsibility for the surveys, design, cost-estimation, implementation, supervision and quality control of the construction works (including maintenance works) of the sub-projects to which he/she will be assigned;
- Provide leading inputs in the preparation of bidding documents, the evaluation and contracting of works, and handing-over of the completed works to the owners of the infrastructure;
- Provide inputs to the training and capacity development activities of the Nias-PMU for staff of the Public Works Department, the contractors and their staff, and communities involved in construction and/or maintenance activities.

### **Specific Duties and Responsibilities**

Within the framework of his/her overall responsibilities, the Engineer's specific duties and responsibilities are:

- Provide engineering inputs and verify already available information/data to enable decision-making regarding the selection of identified and short-listed sub-projects;
- Undertake preliminary engineering surveys and collect information to enable an engineering assessment of the feasibility and the indicative costs of identified and/or short-listed sub-projects;
- Collect information about locally available construction materials and their quality (material testing), volumes and types of traffic, the availability of local labour, etc.) and prepare initial cost-estimates for identified and short-listed sub-projects;
- Provide key inputs regarding the selection of appropriate local resource-based technologies and work methods and recommended design specifications for identified, short-listed and/or selected sub-projects;
- Prepare detailed designs, bills of quantities (including schedules of material and labour requirements) and cost-estimates for selected sub-projects;

- Provide key inputs regarding the tendering process, i.e. the preparation and review of bidding documents, announcement of works, opening and evaluation of tenders and awarding contracts;
- Provide key inputs regarding the preparation of community-based works contracts and awarding contracts to communities and/or community-based groups;
- In close collaboration and coordination with the responsible district Public Works staff, supervise, inspect and monitor the implementation of the construction and maintenance works regularly. Take corrective action in case work defects are detected or other problems during the construction phase are identified. Supervision, monitoring and inspection activities include, but are not restricted to:
  - Providing instructions to contractors and community-based groups contracted for works;
  - Monitoring the quality of the management of the construction works by the contracted parties;
  - Quality Assurance and Quality Control (including material testing);
  - Work measurements and ensuring that site (test) records are kept;
  - Keeping daily work request and measurement reports;
  - Verification of completed work volumes and their quality;
  - Monitor the payments to the workers;
  - Closely monitoring and supervising critical construction activities;
  - As required, undertake the necessary follow-up to process contract variation orders;
  - Identify required maintenance activities during the contractors' liability period;
  - Provide inputs and facilitation support regarding the settlement of contractual disputes;
- Provide recommendations regarding the certification and payments for completed works;
- Assist with processing contractors claims for payments and monitor payments to contractors;
- Assist the Deputy TL in the preparation of expenditure forecasts
- Provide training inputs to the staff of Public Works, the contractors and their staff, and involved communities, on the various aspects of the project planning and implementation cycle;
- Provide inputs to the in-house orientation and training of the ILO Nias-PMU supervisors and the mobile construction trainers;
- As required, provide inputs in the preparation of technical (training) guidelines;
- Participate in the assessment of engineering and supervision skills acquired by the different groups of trainees that have been trained by RACBP;
- Provide inputs in the preparation of work plans, progress reports and other technical or monitoring and evaluation reports, in relation to the activities of the Engineering Section of the Nias-PMU;
- Accompany internal and external missions to the Project's sites, as and when required;
- Undertake any other activities, as directed by the TL or the Deputy TL, which are relevant to, and in line with, the overall responsibilities and tasks of the Engineer;

### **Experience and qualifications**

Candidates need to have a degree in civil engineering and at least 7 years of relevant experience in the field of road construction and maintenance, preferably in the field of local resource-based road rehabilitation and maintenance. Relevant experience and engineering knowledge regarding the design and construction of low volume paved roads, river crossings and suspension/suspended bridges in hilly terrain and under conditions of heavy rainfall is an advantage. Training experience and familiarity with the promotion of gender equality considerations in road construction works are considered advantages. Considering the specific working environment in Nias Islands, preference is given to qualified candidates from Nias Islands, or from the area around Medan.

## Required Competencies and Skills

- Demonstrated knowledge and experience in road construction works;
- Comprehensive knowledge of contract procedures;
- The ability to interpret and analyse project information in a timely manner and the ability to take and/or initiate effective (corrective) action;
- The ability to plan, coordinate and execute work within set deadlines and in accordance with set quality standards;
- Proven ability to supervise project field staff and small contractors;
- Ability to communicate effectively both orally and in writing;
- Ability to communicate and perform well as a trainer in training sessions, meetings and seminars;
- Good computing skills, at least in MS Word and MS Excel. Working knowledge of software programmes like AutoCAD is considered an advantage;
- Good organisational skills;
- Sound knowledge and understanding of gender mainstreaming issues;
- The ability to communicate effectively with different levels of staff, with contractors, with local government staff and with communities;
- Ability to work effectively, both individually as well as a team member;
- Proven record of physical fitness. The position requires extensive travelling by foot in difficult terrain and climatologic conditions;
- Fluency in spoken and written English and Bahasa Indonesia;
- Working knowledge of Bahasa Nias is considered an important advantage.

## Remuneration

National Officer Level A of the UN common remuneration system and/or commensurate with the qualifications and competency of the selected candidate.

## Written Examination and Interview

Prospective candidates will be required to sit a written examination and be interviewed.

## Application

The ILO promotes equal employment opportunities. Therefore, qualified women and men are encouraged to apply and submit their application along with CV, other supporting documents and references, addressed to:

### INTERNATIONAL LABOUR OFFICE

Email : [hrdjkt@ilo.org](mailto:hrdjkt@ilo.org)

Fax : 310 0766

Or by postal services to:

1. ILO  
PO Box 1075  
Jakarta 10010

or 2. ILO Project Nias  
Musium Pusaka Nias  
Jl. Yos Sudarso No. 134 A  
Gunung Sitoli

Closing date: 04 November 2009

**The ILO promotes opportunities for women and men to obtain decent and productive employment in conditions of freedom, equity, security and human dignity**