

**TERMS OF REFERENCE**

Issued: 8 September 2020

<b>Position Information</b>	
<b>Job Title:</b>	<b>Engineer</b>
<b>Duty station</b>	<b>Home-based in Islamabad, Pakistan</b>
<b>Contract type:</b>	<b>UNOPS Local Individual Contractor Agreement (LICA)</b>
<b>Duration:</b>	<b>3 months, October – December 2020</b>
<b>Payment:</b>	<b>Monthly</b>
<b>Note:</b>	<b>Recruitment process is subject to final approval from UN-Habitat Head Quarters.</b>

<b>A. Organizational Context</b>
<p>The United Nations Human Settlements Programme (UN-Habitat) is mandated by the UN General Assembly to promote socially and environmentally sustainable communities, towns and cities with the goal of providing adequate shelter for all. UN-Habitat has been a partner with the number of ministries at national and provincial level, development partners, civil society organizations and academia.</p> <p>UN-Habitat Pakistan Country Programme Pakistan, 2018-2022 lays down the roadmap for achieving the New Urban Agenda focusing on right to adequate housing, universal access to safe and affordable drinking water and sanitation and other basic services, sustainable economic growth, building resilience and protection and conservation of natural habitat as well as Sustainable Development Goals (SDGs) particularly SDG11 aiming to make cities and human settlements inclusive, safe, resilient, and sustainable. The Country Programme is aligned with the Pakistan United Nations Sustainable Development Framework (UNSDF) One UN Programme (OP-III).</p> <p>UN-Habitat provides a cross-cutting approach for reducing vulnerabilities and risks before and after the disasters. The organization’s approach to disaster risk management/disaster risk reduction, reconstruction and recovery is based on its long-standing experience in working closely with the communities, provincial and local authorities to meet their needs for land, shelter, basic services, secure tenure and infrastructure while simultaneously addressing the longer-term development needs and advocating on policy interventions.</p> <p>UN-Habitat in collaboration with Ministry of Climate Change started a project, to enhance community, local and national-level urban climate change resilience to water scarcity, caused by floods and droughts in Rawalpindi and Nowshera cities which aims to enhance the capacity of households in selected areas of Rawalpindi and Nowshera, to construct, operate and replicate flood resilient water harvesting facilities; besides, engaging the City &amp; District authorities to develop the rain water harvesting facilities on public buildings and flood water storages in public gardens; and also to develop spatial strategies to manage city-level developments considering climate change risks and impacts caused by floods and droughts.</p> <p>In the Disaster Risk Reduction (DRR)/Disaster Risk Management (DRM) and building climate change resilience, UN-Habitat has started a project to promote disaster resilient school infrastructure in KP Province.</p>

<b>B. Duties and Responsibilities</b>
<p>Under the direct supervision of the Habitat Programme Manager (HPM) in Pakistan and overall supervision of the Human Settlements Officer (HSO) in the Regional Office for Asia and the Pacific (ROAP), the incumbent will have the following duties and responsibilities:</p> <ul style="list-style-type: none"> <li>• Technical advocacy and support the country office on activities in responding to COVID-19 in</li> </ul>

coordination with UNCT and other in-country cluster/working groups, Regional Office and other coordination mechanisms.

- Provide guidance for supervising and monitoring all technical aspects of the project activities
- Supervise site implementation activities and assist towards developing specifications for engineering goods and services
- Formulate and manage hazard resistant technical trainings for the staff, implementing partners, local authorities and community and maintain the records of the events.
- Analyze implementation work plans and make recommendations for improvements as necessary.
- Review the findings of the technical assessment and develop the technical designs for retrofitting in schools accordingly
- Lead the process of development of priority schema for the Education department KP.
- Select schools for retrofitting purposes.
- Ensure accurate record keeping, construction inspections, quality audits and records of actual quantities maintained, drawings are kept up to date and variations and addendums are issued correctly.
- Lead the Development of retrofitting, repair and strengthening guidelines.
- Ensure that the guidelines are vetted and endorsed by all the relevant departments.
- Prepare project technical information, drawings, specifications and BOQs as required.
- Travel to the field as required in consultation with the Project Manager and the team.
- Perform any other task assigned by the supervisor.

### C. Competencies

#### Corporate Competencies:

- Promotes UN's values and ethical standards (tolerance, integrity, respect, results orientation, impartiality)
- Displays cultural, gender, religion, race, nationality and age sensitivity and adaptability

#### Knowledge Management and Learning

- Actively works towards continuing personal learning and development.
- Excellent communication and interpersonal skills (written and oral)
- Ability to work under pressure and difficult conditions and to work with minimal supervision
- Sensitivity to and responsiveness to all partners,
- Respectful and helpful relations with all UN staff

### D. Required Qualifications

Education:	<ul style="list-style-type: none"> <li>• Bachelor's degree in civil engineering or equivalent.</li> </ul>
Experience:	<ul style="list-style-type: none"> <li>• Minimum 10 years' work experience in construction building, WASH, and Solid Waste Management, post-earthquake reconstruction and emergency and post disaster work.</li> <li>• Should have a good command on Auto Cad and other relevant tools/software and knowledge on construction material and workmanship quality control.</li> <li>• Knowledge of Government systems and familiar with government construction guidelines and standards are advantage.</li> <li>• Experience in managing, monitoring and evaluating projects and training of local human resources.</li> </ul>
Language:	<ul style="list-style-type: none"> <li>• Fluency in English as well as the national language of the country (both oral and written) is required. Knowledge of another UN official language is an advantage.</li> </ul>
Other skills:	<ul style="list-style-type: none"> <li>• Commitment to beneficiary accountability and humanitarian ethics.</li> <li>• Knowledge of UN rules and regulations is an advantage.</li> </ul>

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|  | <ul style="list-style-type: none"><li>• Proficient in basic applications such as Word, Excel, Email, Internet, Microsoft Teams, etc.</li></ul> |
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#### **E. REMUNERATION**

Payments will be made **monthly** and based on deliverables over the contract period. The rate is determined by functions performed and experience of the contractor. The fee will be paid as per agreement.

#### **Submission of Applications:**

The application should comprise:

- ♦ Completed UN Personal History Form (P11). Please download the form (MS-Word) from UN-Habitat/ROAP-vacancy website:  
[http://www.fukuoka.unhabitat.org/vacancy/index\\_en.html](http://www.fukuoka.unhabitat.org/vacancy/index_en.html)
- ♦ A Statement of Interest and suitability (a cover letter) for the position

#### **All applications should be submitted to:**

UN-Habitat Pakistan Office

**To:** [mailbox@unhabitat.org.pk](mailto:mailbox@unhabitat.org.pk)

Please indicate the Post Title: “**Engineer**” in your e-mail subject.

Please note that applications received after the closing date stated below, will not be given consideration. Only short-listed candidates whose applications respond to the above criteria will be contacted for an interview. The fee will be determined according to the qualifications, skills and relevant experience of the selected candidate. In line with UN-Habitat policy on gender equity, applications from female candidates will be particularly welcome. UN-Habitat regrets its inability to reply individually or attend to telephone queries on the advertised posts.

**Also please note that recruitment process is subject to final approval from UN-Habitat Head Quarters.**

**Deadline for applications: 22 September, 2020**