



Food and Agriculture Organization of the United Nations

CALL FOR EXPRESSIONS OF INTEREST - VACANCY ANNOUNCEMENT N°: IRC5058

Issued on: 06 NOVEMBER 2017

Deadline For Application: 20 NOVEMBER 2017

JOB TITLE: Water Management Assistant

TYPE OF CONTRACT: NPP (02 positions)

DUTY STATION: 01 for Orakzai & Khyber Agency
01 for South & North Waziristan
Agency

ORGANIZATIONAL UNIT: FAPAK

DURATION: 12 Months

FAO seeks gender, geographical and linguistic diversity in its staff to best serve FAO Members in all regions.

Qualified female applicants are encouraged to apply.
Persons with disabilities are equally encouraged to apply.
All applications will be treated with the strictest confidence.

Organizational Setting

The positions are located in FAO Project Office in Orakzai, Khyber Agency & South/North Waziristan Agency, Pakistan. The main aim of the FAO country offices, which are headed by an FAO Representative, is to assist governments to develop policies, programmes and projects to achieve food security and to reduce hunger and malnutrition, to help develop the agricultural, fisheries and forestry sectors and to use their environmental and natural resources in a sustainable manner.

Reporting Lines

Under the overall supervision of FAO Representative in Pakistan and in close coordination with Assistant FAO Rep (Program/Admin) and Program Officer Resilience, the incumbent will report to Project Coordinator in performance of the following functions:

Technical Focus

- Assist in preparation of feasibility in water related infrastructure;
- Maintain inventory for all the rehabilitated water courses;
- Physical verification and monitoring of irrigation schemes.

Tasks and responsibilities

- To support the water management expert during survey for feasibility of sites selection;
- To help and support the WME in the cost estimate, design and bill preparation as per site requirement;
- Supervise the sites during construction planning, implementation and post construction activities in line with BoQs and work quality standards;
- Assist the water management expert in coordination; liaising and collaborative activities with irrigation department at field level;
- Collect sample from sites to perform quality testing for better quality work assurance;
- Draw all drawings as per requirement for standard BOQ and designs preparation;
- Compile periodic reports and submit to the water management expert for finalization and submission;
- Ensure reporting of the work progress on site as well as any issue emerging in the field related to work on site;
- Provide raw data/information for the preparation of LoAs to the water management expert;
- Monitor the process of disbursement of cash to community members participating in 'Cash for Work' (CFW) activities;
- Assist the water management expert in developing guidelines for the periodic maintenance, repair and rehabilitation of community-managed watercourses;
- Timely bill verification at site for further processing.

CANDIDATES WILL BE ASSESSED AGAINST THE FOLLOWING

Minimum Requirements

- DAE in Civil Technology with working experience in civil works particularly in irrigation and water management.
- Minimum 5 years of relevant experience in designing and implementing demand-driven agriculture improvement and irrigation projects;
- At least two-year experience in technical studies, topographic and or hydrological surveys and designing small-to-medium community managed irrigation infrastructure.
- Good knowledge of Urdu and Pashto, and a good working knowledge of English and ability to work in multi-disciplinary and multi-cultural teams is essential.

FAO Core Competencies

- Results Focus
- Teamwork
- Communication
- Building Effective Relationships
- Knowledge Sharing and Continuous Improvement

Technical/Functional Skills

- At least two-year experience in technical studies, topographic and or hydrological surveys and designing small-to-medium community managed irrigation infrastructure;
- Good knowledge and understanding of FAO mandate, human development and the international development agenda as they pertain to Pakistan;
- Strong organizational, report writing and analytical skills;
- Ability to work independently as well as with a team of stakeholders, manage competing priorities and perform well under pressure;
- Good knowledge of common administrative and financial rules and regulations;
- Good knowledge of communication and documentation standards.

Selection Criteria

Candidates will be assessed against the requirements listed above.

Please note that all candidates should adhere to *FAO Values of Commitment to FAO, Respect for All and Integrity and Transparency*.

ADDITIONAL INFORMATION

- All applications will be reviewed and qualified applicants will be contacted for interviews.
- FAO does not charge a fee at any stage of the recruitment process (application, interview meeting, processing).
- Incomplete applications will not be considered. If you need help, or have queries, please contact: iRecruitment@fao.org
- Applications received after the closing date will not be accepted.
- Only language proficiency certificates from UN accredited external providers and/or FAO language official examinations (LPE, ILE, LRT) will be accepted as proof of the level of knowledge of languages indicated in the online applications.
- For other issues, visit the FAO employment website: <http://www.fao.org/employment/home/en/>

HOW TO APPLY

To apply, visit the iRecruitment website at <http://www.fao.org/employment/irecruitment-access/en/> and complete your online profile. Only applications received through iRecruitment will be considered.

Candidates are requested to attach a letter of motivation to the online profile.

Vacancies will be removed from iRecruitment at 23:59 Central European Time (CET) on the deadline for applications date. We encourage applicants to submit the application well before the deadline date.

If you need help, or have queries, please contact: iRecruitment@fao.org

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