

Vacancy Announcement - Technical / Field Officer

I. Position Information

Job Code Title:	Technical / Field Officer
No of positions:	11
Supervisor:	Engineer
Duty Stations:	Vavuniya
Duration:	12 months
Salary Scale:	In compliance with UN rules & regulations

II. UN-HABITAT

The United Nations Human Settlements Programme (UN-HABITAT) is the United Nations agency responsible for human settlements, mandated to promote socially and environmentally sustainable towns and cities, with the goal of providing adequate shelter for all; within overall objective of the United Nations to reduce poverty and promote sustainable development. The details of the Habitat Agenda, Global Programmes and the Mandate are available in the main web site at www.unhabitat.org and the local web site at www.unhabitat.lk.

UN-HABITAT operations in Asia include activities in Afghanistan, Bangladesh, Indonesia, Iran, Myanmar, Nepal, Pakistan, Philippines and Sri Lanka, under supervision of the Regional Office for Asia and Pacific in Fukuoka Japan.

Since its inception in 1978, UN-HABITAT has helped the development of human settlements policies in Sri Lanka and some of the major activities implemented include Sustainable Cities Programme / Urban Governance Support Project, Lunawa Lake Improvement Project, Rebuilding Communities in the North and East, Rebuilding Community Infrastructure and Shelter in Tsunami Affected Areas, Slum Upgrading Facility (Under-served Settlements Upgrading Programme).

UN-HABITAT was the largest post-tsunami housing reconstruction Implementing Agency, and similarly in this post-conflict environment, UN-HABITAT anticipates a significant requirement for its specialist knowledge, expertise and local experience dating back to the 1970s.

UN-HABITAT firmly believes professional & highly competent staff is integral to the success of implementation for all its programmes.

III. Shelter Support to Conflict Affected IDPs in the North of Sri Lanka

The recently concluded ethnic conflict in northern Sri Lanka has left 200,000 to 230,000 war-destroyed and damaged homes. The affected families have suffered from loss of permanent shelter, family assets and livelihoods and have been forced into poverty. Further they have suffered immense psychological trauma due to the conflict that has lasted over 2 decades.

Permanent shelter is not only a family's most valuable asset, but also their main source of safety, security & dignity. It is vital that families are resettled urgently, & empowered, using a community based methodology.

UN-HABITAT with financial assistance from the Government of Australia (AusAid) has formulated this project aimed at reaching over 1,000 beneficiary families in its first phase.

IV. Description of Duties (TOR)

Under the direct supervision of the Engineer & the Engineering Assistant, Technical / Field Officer will work as project member and is expected to perform the role of a facilitator, catalyzing selected communities towards self-reliance through the process of the reconstruction of their communities. Under the engineers guidance he / she will ensure the beneficiaries meet the required technical standards in the construction / repair of the houses.

In particular, he / she will undertake the following tasks:

- Provide technical guidance to communities on appropriate housing & construction standards
- Under the guidance of engineer, identify locations & beneficiary families
- Collection & maintenance of baseline data on family profiles
- Organize community meetings; introduce & promote participatory processes;
- Assist communities in articulating their needs and prioritizing requirements and decision-making process for Community Action Planning and Community Contracts;
- Assist Engineer to prepare technical designs at the request of communities and prepare Bill of Quantities:
- Assist communities in preparing cost estimate for the planned construction;
- Assist communities in obtaining planning approval for construction activities where necessary;
- Assist to prepare contract documents for community contracts,
- Evaluate progress, document & make recommendations for release of payments
- Train communities in construction techniques and building process management;
- Under the guidance of engineer supervise and monitor contract activities
- Assist to prepare progress reports, gather information at field level for the database
- Provide a liaison between the communities, local government authorities, NGOs and the project;
- Monitor progress of project implementation;
- Undertake any other task assigned by the NPM or Engineer

V. Requirements / Qualifications

Education: Candidate should have Minimum of secondary education, and NCT (in Construction Engineering) or equivalent.

Experience: Minimum 3 years experience of community construction in development sector or with the public sector, local governments, Non-Governmental sector or International Organizations. Candidates should have a solid exposure in community-based development initiatives and interventions.

Preference will be given to candidates with UN experience.

He / she must have strong commitment to the participatory process, transfer of knowledge skills, willingness to work in a team, and posses excellent coordination and communication skills.

Competencies & Experience in community centred development programmes

Skills Required: Fluency in English & Tamil Required.

In addition a high level of computer literacy is required.

Qualified Sri Lankan Nationals are requested to submit their resumes with names of two unrelated referees and a contact telephone number to employment@unhabitat.lk by 30th January 2010.

UN-HABITAT will only respond to shortlisted candidates. Qualified female candidates are encouraged to apply.