

VACANCY ANNOUNCEMENT

Issued on: 3 September 2019

ORGANIZATION	UN-Habitat Regional Office for Asia and the Pacific (ROAP)
DUTY STATION:	Kabul, AFGHANISTAN; travel to other provinces will be required
FUNCTIONAL TITLE:	Construction Management and Site Development Specialist (International post)
PROJECT	<i>Sustainable Human settlements in Urban areas for Reintegration in Afghanistan (SHURA)</i>
GRADE / CONTRACT TYPE:	UNOPS /I-ICA 2 Lump-sum monthly fee payment
POST DURATION & START DATE:	6 months, extendable. Contract will be issued in each year 1 October 2019
SUPERVISOR	Chief Technical Advisor (CTA)-Programme Manager (SHURA) and Country Programme Manager (CPM) in Afghanistan Office, and Senior Human Settlements Officer in ROAP
CLOSING DATE:	15 September 2019

I. Background:

The Sustainable Human settlements in Urban areas for Reintegration in Afghanistan (SHURA) program, is designed in line with the corresponding contribution Agreement, signed between the European Union, the Danish Ministry of Foreign Affairs and UN-Habitat. The Programme is being implemented with the coordination authority of the Ministry of Refugees and Repatriation (MORR), Ministry of Urban Development and Lands (MUDL), The Afghanistan Independent Land Authority (ARAZI), Independent Directorate for Local Governance (IDLG), the Afghanistan high-level Displacement and Return Executive Committee (DiREC) to which UN-Habitat provides implementation outputs.

The Programme entails four components:

- Outcome 1: Provide a foundation for returnees and protracted IDPs to become self-reliant, resilient and productive citizens of Afghanistan as quickly as possible
- Outcome 2: Facilitate the integration through the provision of well-located, serviceable land with access to appropriate livelihood opportunities and in proximity to urban centers, secondary and tertiary cities and strategic district municipalities.
- Outcome 3: Augment self-reliance through the delivery of permanent development interventions to ensure access to permanent housing and basic services in appropriate sites in parallel with humanitarian/transitional assistance.
- Outcome 4: Mitigate the negative effects of an unplanned influx of returnees and prevent further ad hoc settlement in urban informal settlements

Within the context of the Project, MUDL, IDLG and UN-Habitat will develop Design(s) for construction works conceptualizations for the provinces of high returns for purposes of reintegration of returnees, IDPs and vulnerable host community. The scope of works will include: Housing, water drilling and reticulation to the neighborhood, public facilities, sewer

system, roads, drainages and environmental hazard mitigation works (including retaining walls, submerged dams, weirs or culverts). SHURA will also finance smaller-scale material production investments to support localized livelihoods dividends.

II. Roles/responsibilities of Construction Management and Site Development Specialist:

Technical advice for Planning and implementation of SHURA reintegration projects:

1. Support the SHURA Chief Technical Advisor and National Programme Manager to the technical implementation of field activities in close collaboration with the Urban Planning/shelter Advisor and in coordination with MUDL and local authorities.
2. Work with national and local authorities on the technical project elaboration, the supervision of ongoing construction works, and the technical acceptance/ handover of completed projects, to ensure professional standards adherences
3. Participation for housing, labor, skill and dependency/vulnerability needs assessments including supporting the implementation of impact assessments of reintegration projects.
4. Conduct comprehensive Multi-dimensional assessments involving affected communities, local government authorities, implementing partners, with special emphasis on medium to long term durable settlement infrastructure solutions.
5. Strategic settlement conceptualization and housing policy support in the context of different hazards and climate resilience concerns in Afghanistan.
6. Facilitate site planning functions, including the topographical and land surveys in collaboration with ARAZI, MUDL and municipalities
7. Mutation of allocated land parcels into individual plots for ARAZI in Kabul, Herat, and Jalalabad.
8. Coordinate site civil infrastructure works, in Herat and Kabul including road circulation development, water reticulation and sewer development.
9. Draft and review the implementation work plan for civil works reporting on progress and providing advisory to the teams on the ground.
10. Provide urban settlement designs, drawings and BOQs for all requisite engineering works and services inclusive of future developments,
11. Preparation of tender documents and the provision of technical advice to the civil engineering works procurement processes.
12. Draft and seek approval of guidelines and operational procedures for cooperatives which will provide construction materials and other supportive and allied livelihoods initiatives.
13. Contribute to economic reintegration and restoration of livelihoods by boosting construction activities and related infrastructure works through cooperatives
14. Provide appropriate supervision, monitoring and evaluation tools the Cooperatives providing the technical guidance and support for their smooth operation.
15. Monitor progress of works against set targets and ensuring compliance to standards, ethics and operational guidelines.
16. Documentation of best practice in the shelter/infrastructure developments.
17. Organize and manage consultative meetings with relevant government agencies/ departments, NGOs and other relevant stakeholders to finalize action plans to ensure effective delivery of shelter related supports,
18. Participate in technical and financial evaluation committees for bids, and proposals as required
19. Address the immediate shelter needs of the disaster affected population and enable them to return to their homes.

20. Support policy development and adoption of relevant practice and procedures for long-term rehabilitation and reconstruction of housing, infrastructure and other relevant sectors in Afghanistan

Technical collaboration under the SHURA reintegration framework:

21. Technical support to relevant clusters and committees established by DiREC
22. Provide input to committees in terms of settlement planning and actual implementation.
23. Inventory and analysis of past urban housing work in Afghanistan (including UN-Habitat's work),
24. Develop and strengthen partnerships with relevant institutions, universities and experts involved in the settlement development
25. Strategic settlement conceptualization and housing policy support in the context of different hazards in Afghanistan.
26. Develop and promote a more systematic local policy approaches for self-organized settlement management in Afghanistan,
27. Through consultation with stakeholders contribute to build up dialogue and partnership with relevant agents in the development context, such as civil society, NGOs, private sector actors, institutional and multi-institutional partners, etc.,
28. Organize and manage consultative meetings with relevant government agencies/ departments, NGOs and other relevant stakeholders to finalize action plans to ensure effective delivery of shelter related supports,
29. Contribute to develop demonstration models of hazard specific settlements as maybe appropriate.
30. Create awareness among Disaster Management Committees (DMC's) across levels on relevant aspects of disaster resilient shelter.
31. Conduct comprehensive Multi-dimensional assessments involving affected communities, local government authorities, implementing partners, with special emphasis on medium to long term durable housing solutions.

Advice to UN-Habitat organizational and procedural structure:

32. Review the technical deliverables in the SHURA program ProDoc and prepare technical strategy inputs to amendments as maybe appropriate.
33. Participate as relevant in UN-Habitat Reintegration Core Group and assist to elaborate appropriate disaster preparedness and SURGE mechanisms and expert resource deployment systems for disaster situations,
34. Participate in technical and financial evaluation committees for bids, and proposals as required
35. Address the immediate Settlement infrastructure needs of the disaster affected population and enable them to return to their homes.
36. Contribute to incentivizing economic reintegration and restoration of livelihoods by boosting construction activities and rebuilding infrastructure, work places, etc. destroyed or affected by disaster
37. Support policy development and adoption of relevant practice and procedures for long - term rehabilitation and reconstruction of housing, infrastructure and other relevant sectors in Afghanistan
38. Provide input to the Afghanistan Shelter Cluster in development of structural mitigation measures to improve the resistance of structures to future disasters.

Qualification and Experience Requirements:

Corporate Competencies:

- Promote UN's values and ethical standards (tolerance, integrity, respect, results orientation, impartiality);
- Display cultural, gender, religion, race, nationality and age sensitivity and adaptability
- Excellent coordination and implementation skills;
- Ability to quickly build effective working relationships with fellow advisors, colleagues and Afghan government officials;
- Ability to analyse complex situations and problems and identify and implement effective solutions;
- Ability to multi-task and meet multiple challenging and competing deadlines;
- Ability to work independently and as part of a team;
- Display cultural, gender, religion, race, nationality and age sensitivity and adaptability.

Knowledge Management and Learning:

- Demonstrates professional competence and mastery of subject matter;
- Promote knowledge management in IDLG/DMM and a learning environment in the office through leadership and personal example;
- Actively work towards continuing personal learning and development in one or more practice areas, act on learning plans and apply newly acquired skills.

Management and Leadership:

- Build strong relationships with clients, focuses on impact and result for the client and responds positively to feedback;
- Consistently approach work with energy and a positive, constructive attitude;
- Demonstrate good oral and written communication skills;
- Demonstrate openness to change and ability to manage complexities.

Education:

Advanced university degree (Master's degree or equivalent) in Civil engineering, or Housing Economics, or Construction Management or a related field. A first-level university degree with additional two years of relevant qualifying experience may be accepted in lieu of the advanced university degree. Previous experiences with the UN will be a plus.

Work Experience:

- Minimum of 7 years of relevant experience including 3 years in the field of construction management and housing development with international organizations.
- Experience in Housing project(s) implementation at scale. experience in built environment monitoring and evaluation will be an added advantage.
- Experience in the usage of construction/engineering and designing software and office software packages advantageous to monitoring.

Language and Communication Skills:

Fluency in written and spoken English is required. Knowledge of another UN language and/or National Local Language Dari/ Pashto would be an advantage.

International Travel (Home – Kabul):

The cost of a return economy class air-ticket from the place of recruitment on least-cost, and visa fee will be reimbursed upon submission of travel claim together with the supporting documents including copy of e-ticket, receipts and used boarding passes. Three quotations from reputable travel agents shall be submitted for UN-Habitat's clearance prior to purchase of tickets.

Local Transportation:

Such as vehicle arrangements to provinces will be covered by UN-Habitat.

Travel Advice/Requirements:

The Construction Management and Site Development Specialist must abide by all UN security instructions. Upon arrival he/she must attend a security briefing provided by UNDSS. He/she should undertake Security Training (BSAFE) as prescribed by UNDSS. Regular missions will be undertaken for which UNDSS authorisation must be sought.

Reporting Arrangements:

Construction Management and Site Development Specialist will report results to the CTA/Programme Manager for daily basis and overall to the Country Programme Manager for UN-Habitat in Afghanistan, and Senior Human Settlements Office, UN-Habitat ROAP.

Applications should include:

Cover memo (maximum 1 page)

- CV in the PHP format, accessible through the INSPIRA website (inspira.un.org) Please note, if using INSPIRA for the first time, you need to register in order to activate your account, which will allow you to log in and create a personal History Profile.

- * PHP can be also download from UN-Habitat/ROAP-vacancy website:
www.fukuoka.unhabitat.org

- The PHP should be attached to the application as a PDF file.

- Summary CV (maximum 2 pages), indicating the following information:

1. Educational Background (incl. dates)
2. Professional Experience (assignments, tasks, achievements, duration by years/ months)
3. Other Experience and Expertise (e.g. Internships/ voluntary work, etc.)
4. Expertise and preferences regarding location of potential assignments
5. Expectations regarding remuneration

- Cover memo (maximum 1 page)

All applications should be submitted to:

UN-Habitat Regional Office for Asia and the Pacific

ACROS Fukuoka, 8th Floor

1-1-1 Tenjin Chuo-ku, Fukuoka, 810-0001 Japan

habitat.fukuoka@un.org

Please indicate the Post Title: “**VA#8. Construction Management and Site Development Specialist (SHURA)**” 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.

Deadline for application: 15 September 2019

UN-HABITAT does not charge a fee at any stage of the recruitment process. If you have any questions concerning persons or companies claiming to be recruiting on behalf of these offices and requesting the payment of a fee, please contact: recruitment@unon.org