

HELVETAS Swiss Intercooperation Nepal

Job Description

Job Title: Water Supply, Sanitation and Hygiene (WASH) Engineer

Location: HELVETAS Swiss Intercooperation Nepal – Rehabilitation of facilities of Earthquake Affected People in Sindhupalchowk (REAP), Project Management Unit, Lalitpur with frequent field visit

Reporting to: WASH Coordinator

Job purpose:

- Ensure participatory detail survey, design estimates of drinking water supply schemes and their implementation for the REAP project
- Ensure effective implementation of drinking water schemes construction and reconstruction along with other WASH activities
- Support WASH Coordinator in effective and efficient implementation of WASH component of the project

Roles and Responsibilities

1. Compliance to policies, rules/regulations and guidelines

- Adhere relevant policies, rules, regulations and guidelines of HELVETAS Swiss Intercooperation Nepal (Personnel, Financial, Administrative policies, Security Response Guide, Gender Equality and Social Inclusion Guide, Sexual Harassment & Mobbing Policy, Code of Conduct Against Corruption, Conflict Sensitive Programme Management, Basic Operating Guideline etc.)

2. Management and Project Implementation

- Participate and contribute in the process for the development of the yearly plan of operation, semi-annual and annual progress report etc; assist WASH Coordinator for smooth implementation of WASH component of the project by providing support to the team members and the partner organizations;
- Keep updated field information of the WASH component on the project implementation;
- Arrange for participatory detail survey, design estimates of drinking water supply schemes and its quality implementation;
- Assist WASH Coordinator to prepare annual WASH budgets for the project, timely review, analyze and discuss with the WASH Coordinator to accommodate necessary revisions.

3. Project Monitoring, Evaluation, Documentation and Reporting

- Coordinate with WASH Coordinator, other relevant stakeholders and provide required information to the team and Rural Infrastructure Engineers;
- Monitor the implementation of WASH and other activities of the project through regular field visits, interactions with staff, partners and primary stakeholders;
- Monitor WASH component of field work progress and request for the payments of works accomplished;
- Ensures proper documentation of construction activities;
- Assist WASH Coordinator and team to deliver quality reports on time;

- Support on evaluations as and when needed.

4. Coordination, Representation and Networking

- Maintain good relationship within the team, in house projects/staff, partners and stakeholders to contribute in achieving the goals and objectives of the project;
- Coordinate and network with relevant stakeholders for smooth implementation of the project at VDC, district level as per the need of project.

5. Other Specific Responsibilities

- Professionally discharge other mutually agreed tasks assigned by the project management team including knowledge management related tasks;
- Be proactive in bringing innovations and taking new initiatives in the project and the organization.

Required Education, Experience, Skills and Competencies

1. Education:

- Bachelors in Civil Engineering with five years of working experience in survey/design of rural water supply schemes/ WASH sector; Master degree in a relevant field will be an advantage.

2. Experience:

- Field experience in survey, detail design estimate and implementation of WASH activities;
- Experience and knowledge on different WASH Approaches;
- Knowledge and experience on different participatory approaches;
- Knowledge on basic sanitation indicators.

3. Required Skills and Competences:

- Energetic and having passion for emergency response activities
- Understanding and experience of local mechanism for emergency response activities and experience of water, sanitation, hygiene and or in shelter sector or community infrastructure
- Understanding of issues related to gender, social equity and poverty alleviation
- Understanding of conflict sensitive programme management
- Understands principles of good governance
- Result oriented personality/maintaining deadlines
- Excellent interpersonal, intercultural competencies
- Fluency in Nepali and English, both written and oral
- Excellent analytical and writing skills

Incumbent's Signature _____

Date: _____

Supervisor's Signature _____

Date: _____