



International Organization for Migration (IOM)
The UN Migration Agency

SPECIAL VACANCY NOTICE IOM/JUBA/SVN2024/45

Open to Internal and External Candidates

Position Title : **Senior Program Assistant (Technical Infrastructure)**
Duty Station : **Juba, South Sudan**
Classification : **General Service Grade 6**
Type of Appointment : **Special Short Term, 6 months with a possibility of an extension**
Estimated Start Date : **As soon as possible**
Closing Date : **August 19, 2024**

Established in 1951, IOM is a Related Organization of the United Nations, and as the leading UN agency in the field of migration, works closely with governmental, intergovernmental and non-governmental partners. IOM is dedicated to promoting humane and orderly migration for the benefit of all. It does so by providing services and advice to governments and migrants.

IOM is committed to a diverse and inclusive environment. Internal and external candidates are eligible to apply to this vacancy. For the purpose of the vacancy, internal candidates are considered as first-tier candidates.

Scope and Context.

IOM in South Sudan has a broad range of programming centered around three broad areas: Humanitarian Coordination and Support; Humanitarian response and Resilience; and Peacebuilding, Transition, and Development. Humanitarian Coordination and support include leading/co-leading the Camp Coordination and Camp Management (CCCM) and Shelter and Non-Food Items (NFI) Clusters, Displacement Tracking Matrix (DTM), Water, Sanitation and Hygiene (WASH) and management of WASH and Shelter and NFI Core-pipelines, Humanitarian Hubs and common transport services. Humanitarian response and Resilience include CCCM, WASH, Shelter & NFI, Health, Protection, Gender equality and inclusion, Mental health and Psychosocial support and the Management of a Rapid Response Fund. Under Peacebuilding, Transition and Development, IOM South Sudan implements programming on Housing, Land and Property Page issues, Transition and

Recovery, Transhumance conflict prevention, Community-based violence reduction, Community development and Migration Management.

Under the general guidance of the Program Manager (ECRP), the overall supervision of the Project Officer (Technical Infrastructure), the administrative supervision of the Head of Sub Office (HoSO) and the direct supervision of the National Project Engineer and field coordination with the National Operation Officer, the successful candidate will be responsible and accountable for supporting the implementation and monitoring QAQC of IOM construction projects. In particular, the incumbent will perform the following duties.

Responsibilities and Accountabilities.

1. Support community assessment process in identifying infrastructure needs in targeted communities through participatory approach and do necessary coordination with relevant stakeholders and local authorities.
2. Maintain a close coordination with local authorities, IOM field Engineering teams & contractors for the implementation of construction projects while maintaining good rapport with IOM and other field team.
3. Assist engineers for construction site quality controlling within the AoR.
4. Give necessary inputs to field engineers within the AoR in the preparation of technical construction documents such as Drawings, BoQ's, Technical Specification, design specifications, QAQC plans, HSE plan & ITPs etc.
5. Conduct necessary checks/verifications for the accuracy of such documents and recommend those to the National Project Engineer for further processing.
6. Conduct joint field visits with relevant field team members to ascertain progress and draft reports and reports to the Senior Management for necessary actions
7. Perform QAQC inspections during and post construction to verify the quality of work and suggest any remedial measures if any deficiencies are observed in the construction work and practices.
8. Attend laboratory test inspections (when necessary), Checking the contractor's punch-list (remedial action defect list) and advise quick repair methods.
9. Inspect and recommend payments certificate of contractors including necessary random checking of work items for the quality and quantity of work.
10. Report to the Project Officer (Technical Infrastructure) and National Project Engineer any issues related to non-compliance with contract agreement, national construction standards and international building codes.
11. Maintain and share inspection reports with the Project Officer (Technical Infrastructure) & National Project Engineer on weekly and monthly basis.
12. Support preparation of contractor/vendor performance evaluation reports during the life cycle of the project for IOM perusal.
13. Raise necessary reports/ certificates to the IOM data bases and payment systems.
14. Perform regular duty travel to challenging regions upon the request of management team.

15. Carry out any other duties as may be assigned by the direct supervisor, potentially in areas outside this AoR.

Desired qualifications:

(Education and experience)

- University Degree in Civil Engineering with three years of relevant professional experience, or
- School diploma with six years of relevant professional experience.

Experience

- Relevant work experience in civil engineering in the development sector.
- Experience with I/NGO or UN agencies.
- Experience in managing staff both direct line managing and contractor staff.
- Relevant experience writing reports
- Knowledge of protection standards
- Fluency in English (written and spoken), Arabic and local language are required
- Working knowledge of Microsoft Word, Excel, Power Point and Outlook are required

Required Competencies.

Behavioral.

The incumbent is expected to demonstrate the following values and competencies:

Values - all IOM staff members must abide by and demonstrate these three values:

- Inclusion and respect for diversity: Respects and promotes individual and cultural differences. Encourages diversity and inclusion.
- Integrity and transparency: Maintains high ethical standards and acts in a manner consistent with organizational principles/rules and standards of conduct.
- Professionalism: Demonstrates ability to work in a composed, competent and committed manner and exercises careful judgment in meeting day-to-day challenges.
- Courage: Demonstrates willingness to take a stand on issues of importance.
- Empathy: Shows compassion for others, makes people feel safe, respected and fairly treated.

Core Competencies

- Teamwork: develops and promotes effective collaboration within and across units to achieve shared goals and optimize results.
- Delivering results; produces and delivers quality results in a service-oriented and timely manner; is action oriented and committed to achieving agreed outcomes.
- Managing and sharing knowledge; continuously seeks to learn, share knowledge and innovate.
- Accountability: takes ownership for achieving the Organization's priorities and assumes responsibility for own action and delegated work.
- Communication: encourages and contributes to clear and open communication; explains complex matters in an informative, inspiring, and motivational way.

Managerial Competencies

- Leadership: Provides a clear sense of direction, leads by example and demonstrates the ability to carry out the Organization's vision. Assists others to realize and develop their leadership and professional potential.
- Empowering others: Creates an enabling environment where staff can contribute their best and develop their potential.
- Building Trust: Promotes shared values and creates an atmosphere of trust and honesty.
- Strategic thinking and vision: Works strategically to realize the Organization's goals and communicates a clear strategic direction.
- Humility: Leads with humility and shows openness to acknowledging own shortcomings.

Languages:

Thorough knowledge of English, Arabic, and working knowledge of local languages essential.

Method of application:

Interested candidates are required to complete the information in this link <https://ee.humanitarianresponse.info/x/#Yi5g> and submit a letter of motivation and curriculum vitae marked "**Senior Programme Assistant- Technical Infrastructure**" Juba through e-mail: vss@iom.int. Applications need to reflect the position title and vacancy number and duty station on the subject line.

Note: Incomplete applications will not be considered valid.

Women are highly encouraged to apply.

Deadline for applications: 19 August 2024. Only short-listed applicants will be contacted.

Posting period: 05 - 19 August 2024