



NORWEGIAN
REFUGEE COUNCIL

1. JOB TITLE: **Education Construction Officer**

Job Identification: 6781

Apply Before: 14/07/2022, 08:53

Job Description

All NRC employees are expected to work by the organisation's core values: dedication, innovation, inclusivity and accountability. These attitudes and beliefs shall guide our actions and relationships.

Responsibilities

- Ensure adherence with NRC policies, tools, handbooks and guidelines
- Implement delegated shelter project portfolio according to plan of action
- Prepare and develop status reports as required by management
- Ensure proper filing of documents
- Ensure that projects target beneficiaries most in need, and explore and assess new and better ways to assist
- Promote and share ideas for technical improvement
- Contribute to organisational learning through the provision of specific technical analysis, lessons learned and reports
- Support the Education Programme in formulation of project work plans and provide quality and timely reports to the Education Project Coordinator on Construction/Renovation progress.
- Participate in needs assessment for rehabilitation and/or construction when required
- Preparation of construction validation plans, Bill of Materials (BOM) and implementation plans as requested from time to time.
- Supervise and monitor construction/rehabilitation of changing rooms for girls where available and rehabilitation of accessible classrooms, playgrounds and girl-friendly latrines
- Participate in developing maintenance plans for rehabilitated infrastructure
- Monitor and ensure proper usage of the construction materials, assets and tools.

- Work with relevant authority to guide proper positioning of the classroom, gender sensitive WASH facilities on the site
- Coordinate with NRC WASH and Shelter teams regularly
- Strengthen coordination with government technical departments, camp management authorities and partners
- Facilitate effective implementation of construction/rehabilitation activities which includes supervision and monitoring of classrooms and gender sensitive WASH facilities construction/or rehabilitation, and ensure tasks are completed correctly and on schedule
- Support the preparation PRs and follows up for timely procurement of materials, tools and services.
- Take part in general assessments, upon request

Qualifications

- Degree/Higher National Diploma in field related to Civil engineering, Architecture
- Proven practical experience in the planning and execution of shelter / construction projects for at least 3 years. Possibly experience in humanitarian assistance.
- Ability to initiate, develop, plan and implement an integrated programme.
- Excellent communication (spoken and written) skills, including the ability to explain and present technical information.
- Experience in capacity building and training of staff and target groups
- Political and cultural awareness
- Ability to work independently in a result oriented multi-tasking and multi-cultural environment and manage conflicting priorities.
- Understanding of humanitarian standards
- Sensitivity to the needs and priorities of disadvantaged populations (minority groups, PSN etc)
- Demonstrated experience of integrating gender and diversity issues into Shelter Programming.
- Experience from working as a Construction/Shelter Officer in a humanitarian/recovery context
- Documented results related to the position's responsibilities
- Fluency in English, oral and written
- Be able to use a wide variety of software, including Word, Excel and Power Point
- Participate in appropriate professional development of project portfolio
- At all times in and outside work adhere to NRC Code of Conduct

Duty station: Nyarugusu

Duration and type of contract: 5 months with possibility of extension subject to funding availability

APPLY HERE