

## **Construction Specialist**

### **General description**

The Construction Specialists support the implementation of construction projects by both providing technical advice and guidance, and by being involved in the relevant processes prior, during and subsequent to construction. The construction Specialist will normally be focal point on construction subjects and will have the responsibility of coordinating actions between involved actors, which include governments, local authorities, contractors and other agency units. Conducting quality assessments of processes throughout the project period, doing on-site check-ups of work progress and advising on specific technical problems that influences the working processes, are all duties the construction expert is required to master.

Construction Specialists will primarily, but not exclusively, be deployed to UNHCR or WFP.

### **Examples of duties and responsibilities**

- Provide technical support in the process of preparation of construction Bill of Quantities and drawings for the construction as specified in construction plans.
- Provide technical inputs to the formulation of bidding documents and deliver clarification to bidders on technical issues during the bidding process.
- Supervise construction works, programming and coordination, while acting as project focal point to the deploying agency's engineering department and the relevant contractors.
- Liaise with local authorities to obtain the necessary authorisations and permissions for projects.
- Carry out ongoing monitoring and evaluation of the performance of contractors, including close monitoring of budgets and expenditure, and ensure cost-effective use of funds.
- Produce reports on construction progress, constraints and complications and propose solutions.
- Ensure that contractors abide by the internationally recognised standards of health and safety for the works, adjacent properties, all site personnel and the general public.
- Provide recommendations to the designated engineering and/or finance units in relation to certifying payments on projects and for any additional financial obligations necessary to be entered into in order to complete the construction at the project work site.

### **Required qualifications**

- Professional technical experience matching the above-mentioned duties and responsibilities.
- A minimum of 3 years international humanitarian field experience.
- Relevant educational background and knowledge of the UN.
- Knowledge and understanding of the complexity related to refugee and IDP situations.
- Proficiency in one (preferable two) languages. English is obligatory, while French or Arabic is an advantage.