Site Engineer

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Phone :
Web :

Job Summary

Vacancy :
Deadline : Nov 11, 2024
Published : Nov 09, 2024
Employment Status : Full Time
Experience : Any
Salary : As per the organization's salary scale
Gender : Any
Career Level : Any
Qualification :

About Rural Rehabilitation Association for Afghanistan:

Rural Rehabilitation Association for Afghanistan (RRAA) is a non-profit, non-governmental, and non-political NGO established in 1990. The head office of the organization is located in Kabul, Afghanistan, and delivers humanitarian services in the sectors of Livelihood, Good Governance, WASH, and Emergency through its four regional offices in Mazar, Herat, Jalalabad, and the central zone in a decentralized manner.

Job Description:

1.
- **Roles and Responsibilities:**
  - The Site Engineer is responsible for running and supervising technical engineering works at all stages of the project. The post holder is also responsible for accomplishing the program outputs and outcomes within the contextual constraints. The Site Engineer ensures the overall success of the project by making sure the project team completes the defined activities according to the plan and that the activities are completed on time and of acceptable quality.
  - Implement CFW and Infrastructure activities in the project.
  - Preparing cost estimates and ensuring appropriate materials and tools are available.
  - Providing technical advice and suggestions for improvement in the projects.
  - Authorizing technical drawings and engineering plans.
  - And Prepare schedules and communicate any adjustments with staff members.
  - Gathering data, compiling reports, and delivering presentations to relevant stakeholders.
  - Delegating tasks and scheduling meetings and training sessions where required.
  - Completing quality assurance and providing feedback to the team.
  - Visiting project site regularly and provides, daily, weekly, and monthly reports.
  - Monitoring construction/rehabilitation, canal cleaning activities as per standards and agreed specifications.
  - Recommend and implement a capacity building/development plan for project staff based on capacity needs assessments.
  - Develop specific methodologies and tools for technical activities monitoring.
  - Carrying out of assessments and post-implementation monitoring or evaluation
  - Identify and monitor risks, constraints, or escalating issues, and inform the hierarchy
  - Ensure that all data and information is updated, well organized, and easily accessible and that lessons learned and best practices are capitalized
- **Safety/Security:**
  - Ensure all personal safety and security issues are considered while in the office and project site.
  - Follow all security and safety messages dispatched by the Safety/Security focal point and regional office.
  - Follow the organization safety security SoPs and ensure all advice recommended are implemented.
  - Report any safety/security issues and incidents to the SSFPs, provincial manager and regional office.
  - Coordinate all your field tripes with SSFP and provincial manager

2. Computer management is a broad topic that includes many essential security practices. By protecting devices, you can also protect the data they contain. Follow basic cybersecurity hygiene by using anti-virus software, routinely patching software, whitelisting applications, using device passcodes, suspending inactive sessions, enabling firewalls, and using whole-disk encryption

3. **Confidentiality:**
   - Follow data confidentiality measures, such as encryption, access controls, data masking, and strict policies.
   - play a crucial role in safeguarding sensitive information from unauthorized access or disclosure.
   - Plays an essential role in protecting individuals, maintaining business security and safeguarding private data.

4. **Compliance:**
   - Responsible for reviewing and implementing RRAA's staff code of conduct and other safeguarding policies such as (Safety/Security SOPs, AAP, PSEA, ESHS, HR).
   - Ensure all staff under your supervision have gone through staff code of conduct and other safeguarding policies and perform in accordance with them.
   - Supervise hiring labor under the project and ensure no Child is utilized in the project activities as labor.
   - Ensure all safety measures (PPTs) are in place and compliance with the project requirements to avoid harming staff and labors in the project sites.
   - Ensure all project activities are implemented in accordance with the donor, operational manual and RRAA polices and procedures.

Job Requirements:

Good English, Pashto, and Dari language skills
Good communication and reporting skills
Good in using Engineering software
Problem-solving skills
Ability to travel frequently, and spend time in the filed
Ability to work under pressure
 Experience:
At least 4 years of experience as a Site Engineer with NGOs
Education:
Bachelor's degree in Civil Engineering

Submission Guideline:

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Interested candidates should consider the following:
1. Send their CVs and cover letters no later than November 11, 2024.
2. Please put the announcement number (RRAA-CRO-SE-193-2024)
3. and position title(**Site Engineer)** in the subject box of your email.
4. Please do not attach and send your education and work experience documents at this stage.
5. Please send your application from your personal and active email address
6. Please make sure your contact number/s in your CV is updated and working.
Please note that:
1. Only eligible and qualified candidates are encouraged to apply.
2. Late applications will not be considered.
Applications with no clear subject line, as mentioned above, will not be considered.

Submission Email:

vacancy.rraa@gmail.com

Education & Experience

Bachelor's degree in Civil Engineering

Must Have

3 years of experience

Educational Requirements

Compensation & Other Benefits

Education & Experience

Bachelor's degree in Civil Engineering

Must Have