

# Technical Associate – Infrastructure (Re Announced)



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Phone :

Web :

## Job Summary

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Vacancy :

Deadline : Apr 24, 2025

Published : Apr 19, 2025

Employment Status : Full Time

Experience : Any

Salary :

Gender : Any

Career Level : Any

Qualification :

**About UNDP:**

UNDP is the leading United Nations organization fighting to end the injustice of poverty, inequality, and climate change. Working with our broad network of experts and partners in 170 countries, we help nations to build integrated, lasting solutions for people and planet. UNDP has been working in Afghanistan for more than 50 years on climate change and resilience, gender, governance, health, livelihoods, and rule of law. Under the broader framework of the Sustainable Development Goals (SDGs) and in close coordination with other UN agencies, UNDP is supporting Afghan people's aspiration for peace, prosperity, and sustainability. UNDP is currently implementing its flagship crisis response programme, ABADEI (Area Based Approach to Development Emergency Initiatives), as part of the ongoing UN-led response to prevent a humanitarian catastrophe and the breakdown of Afghanistan's economy following the August 2021 shift in power.

The ABADEI Strategy is a tailored area-based integrated programming approach to support basic human needs, complementing short-term humanitarian life-saving assistance with the safeguarding of livelihoods and the strengthening of community resilience. It is centered around addressing worsening poverty and vulnerability, supporting community resilience and social cohesion, addressing climatic vulnerability and enabling the rehabilitation of small-scale infrastructure vital for basic human needs. It supports the creation of immediate sources of income through vocational skills training, cash-for-work, cash for market, small businesses and livelihood opportunities with particular focus on agri-business and regenerative agriculture infrastructure and services (critical for food security) that are under threat. It is sensitive to the chronic and newly emerging vulnerabilities of Afghan women and girls and aims at providing them assistance in a manner that does not exacerbate their susceptibility to violence and deprivation of opportunities and rights.

**Job Description:**

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**Duties and Responsibilities**

The incumbent will undertake the following to ensure the success of the project:

**Support effective design and implementation of infrastructure activities in the ABADEI program**

**Provide support in developing partnerships and ensure coordination with implementing partners and relevant stakeholders including UN agencies.**

**Contribute to knowledge management and information sharing in the ABADEI program team.**

**Support effective design and implementation of Infrastructure activities in the ABADEI program, focusing on achievement of the following results:**

Take a lead in the identification of the infrastructure related activities;

Conduct technical surveys and feasibility studies of the selected infrastructure projects. Prepare technical designs, including drawings, specifications, and Bill of Materials and ensure International and National Standards/Norms (IBC) for quality and safety;

Assume responsibility for the implementation of the established UNDP practices for Cash for Work activities, Social and Environmental Screening (SES) and GRM; provide quality assurance and compliance of the infrastructure related activities. Ensure designs/deliverables are compliant with scope of work and contract requirements;

Ensure regular monitoring of the infrastructure projects and Report immediately the gaps or findings from activities in the ground to Supervisor and implementing partner/ contractor for resolving the issue;

Assist in the preparation of the bidding documents and evaluation reports related to procurement; Assist in contract management.

**Provide support in developing partnerships and ensure coordination with implementing partners and relevant stakeholders including UN agencies, focusing on achievement of the following:**

Support capacity building of local partners and implementing partners, organize relevant orientations and trainings for local partners.

Identify potential organizations to engage with in the targeted areas and contribute to build a network.

Act as the UNDP/ABADEI infrastructure focal person in the respective region to develop and support a coordination mechanism that allows to share information and to harmonize the work carried out by different partners. ☐

Provide engineering support to other projects and programmes in case of need.

Support working relationships and create programmatic linkages with relevant UN Agencies and counterparts, as guided by the supervisor.

**Contribute to knowledge management and information sharing in the UNDP country office**

Collect information related to infrastructure work and provide inputs for the preparation of substantive briefs and advocacy initiatives.

Identify and document best practices and lessons learned from infrastructure interventions.

Assist in producing publicity materials on infrastructure work including success and lessons learned.

Promote exchanging ideas, lessons learned with respect to technical, social and considerations.

Promote smooth work relationship at regional level, counterpart staff and other relevant bodies and report to direct Supervisor periodically.

Writing technical reports as per UNDP approved formats.

**Perform other duties within your functional profile as assigned and deemed necessary for the efficient functioning of the office****Institutional Arrangement**

The Technical Associate for Infrastructure will work in close coordination with the PMU team and be responsible for providing technical support to Infrastructure component. S/he works under the guidance and supervision of the respective Area Manager. The technical associate will also work closely with partners, UN Agencies, technical advisors and experts, and civil society to help implement infrastructure activities.

**Competencies**

**Achieve Results:** LEVEL 1: Plans and monitors own work, pays attention to details, delivers quality work by deadline

**Think Innovatively:** LEVEL 1: Open to creative ideas/known risks, is pragmatic problem solver, makes improvements

**Learn Continuously:** LEVEL 1: Open minded and curious, shares knowledge, learns from mistakes, asks for feedback

**Adapt with Agility:** LEVEL 1: Adapts to change, constructively handles ambiguity/uncertainty, is flexible

**Act with Determination:** LEVEL 1: Shows drive and motivation, able to deliver calmly in face of adversity, confident

**Engage and Partner:** LEVEL 1: Demonstrates compassion/understanding towards others, forms positive relationships

**Enable Diversity and Inclusion:** LEVEL 1: Appreciate/respect differences, aware of unconscious bias, confront discrimination

**Cross-Functional & Technical competencies**

**Digital & Innovation** - Data analysis - Ability to extract, analyse and visualize data (including Real-Time Data) to form meaningful insights and aid effective decision making

**Partnership management** - Emerging partnerships - Ability to engage with emerging partners, develop and manage a strategy and develop approaches to developing and managing these new strategic partnerships

**Information Management & Technology** - Solutions Architecture - Ability to design and manage the Information system architecture supporting corporate business processes. Design integration strategies and approaches to integrate of one or more applications or services to maintain a coherent and effective IT architecture. Knowledge of ISO 20000 and IT operations. The Open Group TOGAF9 or Open CA, ITIL Master certification, or DevOps or similar certification desirable.

**Business Management** - Communication - Ability to communicate in a clear, concise and unambiguous manner both through written and verbal communication; to tailor messages and choose communication methods depending on the audience. Ability to manage communications internally and externally, through media, social media and other appropriate channels

**Knowledge Generation** - Knowledge Generation - Ability to research and turn information into useful knowledge, relevant for content, or responsive to a stated need.

**Knowledge Facilitation** - Knowledge Facilitation - Ability to animate individuals and communities of contributors to participate and share, particularly externally.

**Job Requirements:****Education:**

- High School Diploma with certification in Engineering, Economics, Social Sciences, Urban Planning and Development, Civil or Architecture Engineering . Bachelor's degree in Engineering, Economics, Social Sciences, Urban Planning and Development, Civil or Architecture Engineering is desirable but is not a requirement.

**Experience:**

- Minimum of six (06) years with High School Diploma or three (03) years with Bachelor Degree/High Engineering Diploma of relevant experience in designing, managing and providing technical oversight to infrastructure projects.

**Required skills**

- Knowledge and familiarity with the region is a requirement
- Previous experience working at community level is required.
- Knowledge and experience of result-based management and project implementation.
- Good analytical skills and writing skills.
- Experience working in crisis or transition context.
- Knowledge and experience in the usage of computers and office software packages (MS Word, Excel, etc.), including working knowledge of spreadsheet and database packages
- Experience in the usage of construction and architecture software packages and web-based management systems

**Desired skills in addition to the competencies covered in the Competencies section**

- Experience from previous UN assignments and/or multilateral and bi-lateral aid organizations would be an asset.
- Experience in civil works contract management is an asset.

**Required Language(s)**

- Proficiency in English is required – both written and oral.
- Fluency in Dari and/or Pashto is required.

**Submission Guideline:**

Interested applicants can apply by clicking the link below or by copying and pasting the link into their browsers to access the application for the post.

[Technical Associate - Infrastructure - UNDP Careers](#)

[Important information for US Permanent Residents \(Green Card holders\)](#)

Under US immigration law, acceptance of a staff position with UNDP, an international organization, may have significant implications for US Permanent Residents. UNDP advises applicants for all professional level posts that they must relinquish their US Permanent Resident status and accept a G-4 visa, or have submitted a valid application for US citizenship prior to commencement of employment.

UNDP is not in a position to provide advice or assistance on applying for US citizenship and therefore applicants are advised to seek the advice of competent immigration lawyers regarding any applications.

Applicant information about UNDP rosters

Note: UNDP reserves the right to select one or more candidates from this vacancy announcement. We may also retain applications and consider candidates applying to this post for other similar positions with UNDP at the same grade level and with similar job description, experience and educational requirements.

Non-discrimination

UNDP has a zero-tolerance policy towards sexual exploitation and misconduct, sexual harassment, and abuse of authority. All selected candidates will, therefore, undergo rigorous reference and background checks, and will be expected to adhere to these standards and principles.

UNDP is an equal opportunity and inclusive employer that does not discriminate based on race, sex, gender identity, religion, nationality, ethnic origin, sexual orientation, disability, pregnancy, age, language, social origin or other status.

Scam warning

The United Nations does not charge any application, processing, training, interviewing, testing or other fee in connection with the application or recruitment process. Should you receive a solicitation for the payment of a fee, please disregard it. Furthermore, please note that emblems, logos, names and addresses are easily copied and reproduced. Therefore, you are advised to apply particular care when submitting personal information on the web.

**Submission Email:**

[https://estm.fa.em2.oraclecloud.com/hcm/UI/CandidateExperience/en/sites/CX\\_1/job/25329](https://estm.fa.em2.oraclecloud.com/hcm/UI/CandidateExperience/en/sites/CX_1/job/25329)

Education & Experience

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Must Have

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Educational Requirements

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Compensation & Other Benefits

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