

Vacancy Announcement

Issued on: 1 April 2018

ORGANIZATIONAL LOCATION:	UN-HABITAT
DUTY STATION:	Iligan/Marawi City
FUNCTIONAL TITLE:	Project Technical Supervisor
CONTRACT MODALITY	Local Individual Contractor (LICA)
DURATION	01 May 2018 – 31 March 2019 , extendable depending on funding availability and performance
DEADLINE DATE:	13 April 2018

United Nations Core Values: Integrity, Professionalism, Respect for Diversity

1. ORGANIZATIONAL SETTING

UN-HABITAT

The United Nations Human Settlements Programme, UN-Habitat, is the United Nations agency for human settlements. It is mandated by the UN General Assembly to promote socially and environmentally sustainable communities, towns and cities with the goal of providing adequate shelter for all. In collaboration with governments, UN-Habitat is charged to promote and consolidate collaboration with all partners, including local authorities and private and non-government organizations in the implementation of the Sustainable Development Goals (SDGs), particularly Goal 11, which seeks to make cities and human settlements inclusive, safe, resilient and sustainable. This is further elaborated in the New Urban Agenda.

By working at all levels and with all relevant stakeholders and partners, UN-Habitat contributes to linking policy development and capacity-building activities with a view to promoting cohesive and mutually reinforcing social, economic and environmental policies in national policies and programmes in urban development and human settlements which conform with international practices and covenants.

UN-Habitat established its country office in the Philippines in 2004 and runs national and city-level programmes. The UN-Habitat Philippines Country Office (CO) positions itself as a strong policy adviser informed by well-grounded operational experience, harnessing its in-depth local knowledge, global expertise and international network of urban specialists, in the areas of urban planning and design, climate change adaptation and mitigation, urban legislation and governance and urban economy, in post-disaster community-driven recovery, reconstruction and resilience building in Eastern and Western Visayas, and in the climate change, urbanization and sustainable development nexus. The country office partners with national government departments and agencies, local authorities, a wide cross-section of non-governmental organizations (NGOs) and civil society groups, and the private sector. At the policy level, the country office supported the development of the Habitat III country report, the National Urban Development and Housing Framework, guidelines to strengthen the rationalized planning system, Local Shelter Planning and Local Climate Change Action Planning.

The Project: Rebuilding Marawi, Republic of the Philippines, through Community-Driven Shelter and Livelihood Recovery Support

On 23 May 2017, fighting between the armed forces of the Philippines and local non-state armed actors, including members of the Maute Group, erupted in Marawi City (2015 population: 201,785) in Lanao del Sur province. The conflict forced almost 360,000 people (including those from the nearby municipalities) – primarily Maranaos – to flee. On 23 October, 154 days after the conflict began in Marawi City, Defense Secretary Delfin Lorenzana issued a press statement announcing the end of combat operations.

UN-Habitat contributes to the peace and rehabilitation process by guiding self-recovery and by empowering communities ensuring that safer houses and more resilient communities ensue. Within such communities, households most at need are to be prioritized including people living in unsafe premises such as tents, camps, residing with host families; elderly or people with disabilities with no family support; women headed households with low income levels, widows, particularly women living in temporary shelters/camps; poor labourers with low income levels and who do not have any fixed income; poor families who are housing orphans and displaced families.

This project will be implemented using the “People’s Process” to support recovery. The project will demonstrate a community-driven rebuilding approach which will train and empower households whose homes have been completely destroyed, by rebuilding their homes and communities. The project will cover an initial 1,500 affected households which will be organized under the Community Mortgage Program (CMP) of the government, through the Social Housing Finance Corporation (SHFC). The project has the following components:

1. Shelter Support - Through the community-driven approach, the project will provide shelter reconstruction support to 1,500 households whose houses were destroyed during the Marawi siege.
2. Livelihood Support - The project will provide livelihood support by training households in construction, small scale enterprise development, etc.
3. Community Development support – The project will provide capacity-building activities on project management, business and financial management, gender, peace and development.
4. Infrastructure support – The project will provide small scale community infrastructure projects.
5. Cultural and post-conflict support – Due to the sensitive post-conflict nature of the situation, the project will ensure that activities are done in a manner that will support the strengthening of the damaged social fabric and promote peace among the families and communities in relation to the wider community of Marawi and the region.

2. PURPOSE AND BACKGROUND

2.1 Requirements of consultancy

Within the framework of the “Rebuilding Marawi, Republic of the Philippines, through Community-Driven Shelter and Livelihood Recovery Support”, funded by the Government of Japan, the Technical

Supervisor, under the guidance of the Team Leader, will lead the development and implementation of standards related to housing and infrastructure design implementation, and monitoring and reporting. He is responsible for project development, engineering design and estimation for all construction and maintenance activities, develop guides and materials for use in training sessions.

2.2 Duration

Contract up to December 2018, renewable for 2019

3. TRAVEL

The Technical Supervisor will be based in Iligan/Marawi, with travel to Manila.

4. DUTIES AND RESPONSIBILITIES:

Under the direct supervision of the Community Mobilization Team Leader, the Technical Supervisor will undertake the following tasks:

- 4.1 Lead the development and implementation of standards related to community contracts design implementation, and monitoring and reporting;
 - Analyze risks associated with natural disasters including typhoon, wind, earthquake, fire and floods and stability and ensure that procedures, materials and equipment comply with approved projects plans, specifications and samples, CAP agreed standards and quality;
 - Develop and implement Quality Control Plan for Housing and Infrastructure Projects and perform technical supervision of the project activities in the field as per Quality Control Plan;
 - Monitor construction quality in construction sites based on National and International quality standards;
- 4.2 Responsible for project development, engineering design and estimation for all construction and maintenance activities including management, coordination and planning of resources for engineering support in the reconstruction of houses and community infrastructure;
 - Assist field teams in preparing engineering and construction budget estimates, monitoring expenditures, analyzing project budget proposals and ensuring that the funds proposed are adequate for engineering requirements;
 - Develop the design and supervise the construction or repair, through community contracting and participation, of structures, facilities, systems and activities such as houses, roads/paths/walkways, bridges, mosques and community centres, waste disposal systems, flood control systems, water supply facilities, environmental control systems;
 - Oversee projects implemented by contracts including project development design, preparation of plans, specifications, tender documents and supervision of works;
 - Prepare construction and technical monitoring formats, supervise monitoring of these monitoring formats, and prepare weekly summary reports of field progress;
 - Review and recommend disbursement to the community accounts;
 - Provide training to the field staff in architectural/engineering-related issues;
 - Regularly discuss with the management team on-site situations and resolve matters such as work procedures, complaints and construction problems;

- Investigate damages, accidents or delays at construction sites to ensure that proper procedures are being carried out;
- Prepare and maintain long-term and medium-term engineering/construction plans;
- 4.3 Liaise with local and national and agencies to ensure adequate exchange of information and provision of full assistance on engineering and related support matters;
- 4.4 Support the Project Manager in managing the technical staff including work distribution, financial recording and reporting, filing, maintenance of price lists and technical data;
 - Provide expert technical advice on overall policies, procedures and guidelines in the successful implementation of the project activities;
 - Participate in and provide expert advice on long-range development planning relating to engineering support requirements and related aspects of UN-Habitat;
- 4.5 Provide specialized inputs on the house and training program of the project, specifically on the technical aspect;
- 4.6 Report to the Team Leader and closely work together with the team of specialists working under the project;
- 4.7 Provide DRR inputs in the training and house design of the project;
- 4.8 Provide input to local work teams/groups for construction of houses and community infrastructure on construction quality standards measures and practices;
- 4.9 Coordinate with the UN-Habitat team in reviewing of the house plans and training program ;
- 5.0 Develop session guides that will be used in coaching/mentoring sessions;
- 5.1 Submit activity completion report to the Team Leader following agreed project templates and parameters;
- 5.2 Perform related duties as required.

5. REMUNERATION:

The salary will be determined according to the qualifications, skills and relevant experience of the selected candidate.

6. QUALIFICATIONS/SPECIAL SKILLS OR KNOWLEDGE

Qualifications	
Education:	Bachelor’s degree in civil engineering, architecture or related field. Must be a licensed professional.
Experience and skills:	<ul style="list-style-type: none"> • Minimum of 2 years experience in infrastructure works and housing rehabilitation/ construction • Proven experience in innovative technical responses to mitigate disaster and reduce risks • Experience of working with communities and participatory techniques is an important asset • Solid experience in community-based development initiatives and interventions • Excellent communication and interpersonal skills is essential, as most of the work will be done through a process of consultation at all levels • Excellent knowledge of Microsoft Office applications especially Microsoft Excel, Word and Powerpoint.

	<ul style="list-style-type: none"> • Excellent knowledge of CAD applications (AutoCAD)
Language Requirements:	Fluency in English and working knowledge of Filipino and local language of duty station.

7. CORE VALUES AND COMPETENCIES

Core Values

- **Integrity** - Demonstrates the values of the United Nations in daily activities and behaviours. Acts without consideration of personal gain. Resists undue political pressure in decision making. Does not abuse power or authority. Stands by decisions that are in the Organization’s interest, even if they are unpopular. Takes prompt action in cases of unprofessional or unethical behaviour.
- **Professionalism** - Shows pride in work and in achievements. Demonstrates professional competence and mastery of subject matter. Is conscientious and efficient in meeting commitments, observing deadlines and achieving results. Is motivated by professional rather than personal concerns. Shows persistence when faced with difficult problems or challenges. Remains calm in stressful situations.
- **Respect for Diversity** - Works effectively with people from all backgrounds. Treats all people with dignity and respect. Treats men and women equally. Shows respect for and understanding of diverse points of view and demonstrates this understanding in daily work and decision-making. Examines own biases and behaviours to avoid stereotypical responses. Does not discriminate against any individual or group.

Professional Competencies

- **Professionalism:** Ability to identify issues, analyze and participate in the resolution of human settlement issues/problems. Ability to conduct data collection using various methods. Ability to apply judgment in the context of assignments given, plan own work and manage conflicting priorities. Shows persistence when faced with difficult problems or challenges; remains calm in stressful situations. Takes responsibility for incorporating gender perspectives and ensuring the equal participation of women and men in all areas of work.
- **Communication:** Speaks and writes clearly and effectively; exhibits interest in having two-way communication; demonstrates openness in sharing information and keeping people informed.
- **Teamwork:** Works collaboratively with colleagues to achieve organizational goals; shares credit for team accomplishments and accepts joint responsibility for team shortcomings.
- **Planning & Organizing:** Develops clear goals that are consistent with agreed strategies; identifies priority activities and assignments; adjusts priorities as required; allocates appropriate amount of time and resources for completing work; foresees risks and allows for contingencies when planning; monitors and adjusts plans and actions as necessary; uses time efficiently.
- **Accountability:** Takes ownership of all responsibilities and honors commitments; delivers outputs for which one has responsibility within prescribed time, cost and quality standards; operates in compliance with organizational regulations and rules; supports subordinates, provides oversight and takes responsibility for delegated assignments; takes personal responsibility for his/her own shortcomings and those of the work unit, where applicable.

8. HOW TO APPLY

Submission of Applications

Application should include:

1. Cover memo (maximum 1 page) including expectations regarding remunerations;
2. A completed UN Personal History Form (P-11) - Please download the form (MS-Word) from UN-Habitat ROAP web site: http://www.fukuoka.unhabitat.org/vacancy/index_en.html;

Please be advised that since 15 April 2010, applications for consultancies must be part of the UN-Habitat e-roster in order for their applications to be considered. Please register through the following link: <http://e-roster.unhabitat.org>

All applications should be sent electronically addressed to: UN-Habitat Philippines Office c/o Vallerie.Ong@un.org

Please indicate in your e-mail subject: **Marawi Project, Technical Supervisor**

Deadline for Applications: 13 April 2018.

Please note that applications received after the closing date stated above will not be given consideration. Only short-listed candidates whose applications respond to the above criteria will be contacted. The salary will be determined according to the qualifications, skills and relevant experience of the selected candidate. Details and conditions of the contract will be communicated at the interview.

In line with UN-Habitat policy on gender equity, applications from female candidates are particularly encouraged

UN-Habitat does not charge a fee at any stage of the recruitment process. If you have any questions concerning persons or companies claiming to be recruiting on behalf of these offices and requesting the payment of a fee, please contact: habitat.fukuoka@unhabitat.org.