The United Nations Volunteers (UNV) programme is the UN organization that promotes volunteerism to support peace and development worldwide. Volunteerism can transform the pace and nature of development and it benefits both society at large and the individual volunteer. UNV contributes to peace and development by advocating for volunteerism globally, encouraging partners to integrate volunteerism into development programming, and mobilizing volunteers. In most cultures, volunteerism is deeply embedded in long-established, ancient traditions of sharing and support within the communities. In this context, UN Volunteers take part in various forms of volunteerism and play a role in development and peace together with co-workers, host agencies and local communities. In all assignments, UN Volunteers promote volunteerism through their action and conduct. Engaging in volunteer activity can effectively and positively enrich their understanding of local and social realities, as well as create a bridge between themselves and the people in their host community. This will make the time they spend as UN Volunteers even more rewarding and productive.

General Information

**Country of Assignment**
Congo, Democratic Republic

**Host Institute**
UN Organisation Stabilisation Mission in the DRC

**Volunteer Category**
International Specialist

**Number of Volunteer**
1

**Duration**
until 30-06-2020

**Possibility of Extension**
Yes

**Expected Starting Date**
Immediate

**Duty Station**
Goma [COD]

**Assignment Place**
Non-Family Duty station

**Assignment Place Remark**
Assignment is non-family (GOMA).

The contract might be extended, subject to budget availability and volunteer’s performance.

**Living Conditions**

The Democratic Republic of Congo is the second largest country in Africa, and as a result is quite diverse.

Living conditions therefore vary between MONUSCO duty stations, with all usual amenities present in the capital Kinshasa, but only very basic conditions in remote duty stations in the provinces, where, for instance, there may be no guarantee of public power supply nor running water. The ability to live and
work in difficult and harsh conditions of developing countries is essential.

Accommodation is very expensive in both Kinshasa and Lubumbashi. Supermarkets exist in the large towns (e.g. Bukavu, Kisangani), but consumer items are generally very expensive (as everything is imported). For food, local markets offer a much cheaper alternative.

All MONUSCO duty stations are considered non-family duty stations, except for Kinshasa, Lubumbashi and Entebbe which are now considered family duty stations, and most are currently under UN Security Phase III (“relocation phase”: internationally-recruited staff are temporarily concentrated or relocated to specified sites/locations). In addition to insecurity related to the relatively volatile political situation as well as various conflict situations, certain places are subject to increasing street and residential crime, including in Kinshasa and Goma.

Some degree of medical service is provided in all MONUSCO duty stations. Certain vaccinations are mandatory for MONUSCO personnel to enter the DRC, while others are compulsory for all other incoming persons. It is possible for incoming MONUSCO personnel, including UN Volunteers, to be asked to provide proof of some or all vaccinations, though this is unlikely. All UN Volunteers must ensure that they are up-to-date with all appropriate vaccinations, which should be clearly and properly endorsed in the International Certificate of Vaccination (“carte jaune”). Malaria is present virtually throughout the DRC, and it is therefore recommended to take prophylaxis.

The unit of currency is the Congolese Franc. The US dollar is the other preferred currency. It may be impossible to exchange traveller’s checks away from the capital city. Credit cards are usually accepted in major hotels only in Kinshasa. In larger towns and cities (e.g. Kinshasa, Goma, Bukavu, Kisangani), UN Volunteers are recommended to open US Dollar bank accounts, while in other places, banks may be absent (including ATMs) and VLA payments will be processed in cash. UN Volunteers have the possibility to send part of their allowances to a bank account abroad.

In addition to French, there are four major spoken languages in DRC, namely Lingala, Kikongo, Tshiluba and Swahili.

Assignment Details

**Assignment Title**  Quantity Surveyor

**Organizational Context & Project Description**

The United Nations Organization Stabilization Mission in the DR Congo (MONUSCO) was established in 1999 under the auspices of the UN Department of Peacekeeping Operations (DPKO). – http://monusco.unmissions.org.

**Sustainable Development Goals**  16. Peace, Justice and Strong Institutions

**Task description**

We are inspiration in action

The United Nations Volunteers (UNV) programme is administered by the United Nations Development Programme (UNDP).

29 Dec 2019
Under the direct supervision of the Field Engineering Officer / Chief of Unit person the duties of the Water and Sanitation Engineer will include but are not limited to the following:

Quantify materials, manpower and draft reports on the actual utilization of Engineering Section resources.

Keep updated data base of current stock of materials in Engineering Section stores.

Check Bill of Quantities and technical specifications of the procurement exercises ongoing for all the contracts and projects in Engineering Section.

Prepare and analyze costs for tenders and contracts

Participate in the Technical Evaluations when required by the Chief of Unit/Section

Conducting feasibility studies to estimate materials, time and labor costs

- Preparation of construction projects documents including structural details, sketches, bill of quantities, specifications, cost analysis and cost estimations.

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- Managing the whole life cycle of the project from design stage up to finalization of the execution with different stakeholders and clients involved.

- Price/forecast the cost of the different materials needed for the project

- Track changes to the design and/or construction work and adjusting budget projections accordingly

- Experience in preparing technical documents for procurement solicitations as per Engineering Section requirements.

- Prepare structural calculations and specifications for aboveground and underground structures in reinforced concrete, steel, wood, masonry and stone;

- Analyze project proposals to ensure technical feasibility and to ensure that project objectives are attainable within prescribed resources;

- Preparation of monitoring reports and reporting tools of the progress of the construction activities on sites.

- Coordinate the above-mentioned tasks with other works and other engineers included in the project such as electrical engineers, water sanitation, environmental engineers.

- Assist other units such as Operations, Infrastructure, etc. when required and liaise frequently with the Building Maintenance Unit Supervisor.
• Ensure that the works meet the engineering standards in accordance with international codes and regulations and internal SOPs of the sections

• Ensure that the works meet the environmental procedures within the mission;

• Prepare material specifications for the purpose of raising requisitions of materials; ensure that minimum stock levels are maintained at all times;

• When working with national staff or (non-)governmental counterparts, including Implementing Partners (IPs), the incumbent is strongly encouraged to set aside dedicated time for capacity development through coaching, mentoring and formal and on-the-job training;

Furthermore, UN Volunteers are required to:- Strengthen their knowledge and understanding of the concept of volunteerism by reading relevant UNV and external publications and take active part in UNV activities (for instance in events that mark International Volunteer Day)- Be acquainted with and build on traditional and/or local forms of volunteerism in the host country- Provide annual and end of assignment reports on UN Volunteer actions, results and opportunities using UNV’s Volunteer Reporting Application- Contribute articles/write-ups on field experiences and submit them for UNV publications/websites, newsletters, press releases, etc.- Assist with the UNV Buddy Programme for newly-arrived UN Volunteers- Promote or advise local groups in the use of online volunteering, or encourage relevant local individuals and organizations to use the UNV Online Volunteering service whenever technically possible.

Results/Expected Outputs

• Timely assistance to Field Engineering Officer/Chief of Unit/ Cell and work under stressful conditions, fluid schedules with tight resources;

• Timely submission of Technical Evaluation Reports of bidders

• Analysis of quantities in the current contracts and future contracts within Engineering Section

• Drafting reports on the actual use of materials and manpower for the ongoing projects with special focus on the projects assigned by Chief of the Unit

• Efficient, timely, responsive, client-friendly and high-quality support rendered to the clients;

• Successful completion of each assignment, reporting, costing, compiling final report.

• Record-keeping of engineering issues and actions taken at the Field and/or Mission level;

• The development of capacity through coaching, mentoring and formal on-the-job training, when working with (including supervising) national staff or (non-)governmental counterparts, including Implementing Partners (IPs);

• Age, Gender and Diversity (AGD) perspective is systematically applied, integrated and documented in all activities throughout the assignment;
• A final statement of achievements towards volunteerism for development during the assignment, such as reporting on the number of volunteers mobilized, activities participated in and capacities developed.

• The development of capacity through coaching, mentoring and formal on-the-job training, when working with (including supervising) national staff or (non-) governmental counter-parts, including Implementing Partners (IPs); • Age, Gender and Diversity (AGD) perspective is systematically applied, integrated and documented in all activities throughout the assignment • A final statement of achievements towards volunteerism for peace and development during the assignment, such as reporting on the number of volunteers mobilized, activities participated in and capacities developed

Qualifications/Requirements

Required Degree Level  Master degree or equivalent
Education - Additional Comments
Advanced University Degree (Master’s or equivalent) in Civil Engineer/ Architecture /construction manager or similar discipline related to construction with experience as a quantity surveyor;

An additional 2 years of relevant work experience in combination with a relevant first university degree (Bachelor’s or equivalent) may substitute for the requirement for a master’s degree.

Required experience  60 months
Experience Remark
At least 5 year experience in development, management and implementation of bill of quantities/quantifying construction projects .

Language
• English (Mandatory) , Level - Fluent
• AND - French (Optional) , Level - Working Knowledge

Area of Expertise
• Civil engineering and construction supervision Mandatory
• Engineering economics and quantity surveying Mandatory
• Cartography, surveying and land registration Optional

Area of Expertise Requirement
• Experience in preparation of bill of quantities, technical specifications, quantifying materials manpower and other resources in civil engineer project documents such as bill of quantities, technical specifications, layouts, cost analysis.

• Experience in conducting technical evaluations of bidders in public procurement processes
- Very good computer skills especially for sketching layouts;

- Technological awareness: Experience with MS office software and MS Projects, ability to develop and operate common office management database, engineering and spread sheet applications, CAD software for basic layouts; MS Project, AutoCAD, Office package (Excel, Word, Power Point, Outlook).

- Client orientation: Strong negotiating skills and ability to influence others to reach agreement;

- A valid vehicle driving license;

- Have affinity with or interest in humanitarian relief, post-conflict situations, volunteerism as a mechanism for durable development, and the UN System;

- Fluency in English mandatory.

  Knowledge of French optional (non-mandatory)

**Need Driving Licence**  
Yes

**Competencies & Values**

- Client Orientation
- Communication
- Ethics and Values
- Integrity
- Planning and Organizing
- Professionalism
- Respect for Diversity
- Working in Teams

### Conditions of Service and other information

**Condition of Service**  
[Click here to view Conditions of Service](#)

**Conditions of Service for International Specialist:**

The contract lasts for the period indicated above with possibility of extensions subject to availability of funding, operational necessity and satisfactory performance. However, there is no expectation of renewal of the assignment.
A UN Volunteer receives a Volunteer Living Allowance (VLA) which is composed of the Monthly Living Allowance (MLA) and a Family Allowance (FA) for those with dependents (maximum three).

The Volunteer Living Allowance (VLA) is paid at the end of each month to cover housing, utilities, transportation, communications and other basic needs. The VLA can be computed by applying the Post-Adjustment Multiplier (PAM) to the VLA base rate of US$ 1,631. The VLA base rate is a global rate across the world, while the PAM is duty station/country-specific and fluctuates on a monthly basis according to the cost of living. This method ensures that international UN Volunteers have comparable purchasing power at all duty stations irrespective of varying costs of living. The PAM is established by the International Civil Service Commission (ICSC) and is published at the beginning of every month on the ICSC website http://icsc.un.org.

For UN Volunteer entitlements, kindly refer to the link https://vmam.unv.org/calculator/entitlements

In non-family duty stations that belong to hardship categories D or E, as classified by the ICSC, international UN Volunteers receive a Well-Being Differential (WBD) on a monthly basis.

Furthermore, UN Volunteers are provided a settling-in-grant (SIG) at the start of the assignment (if the volunteer did not reside in the duty station for at least 6 months prior to taking up the assignment) and in the event of a permanent reassignment to another duty station.

UNV provides life, health, permanent disability insurances as well as assignment travel, annual leave, full integration in the UN security framework (including residential security reimbursements).

UN Volunteers are paid Daily Subsistence Allowance at the UN rate for official travels, flight tickets for periodic home visit and for the final repatriation travel (if applicable). Resettlement allowance is paid for satisfactory service at the end of the assignment.

UNV will provide, together with the offer of assignment, a copy of the Conditions of Service, including Code of conduct, to the successful candidate.

Supervision, induction and duty of care of UN Volunteers

UN Volunteers should be provided equal duty of care as extended to all host entity personnel. Host entity support to the UN Volunteer includes, but is not limited to:

- Introductory briefings about the organisation and office-related context including security, emergency procedures, good cultural practice and orientation to the local environment;
- Support with arrival administration including setting-up of bank accounts, residence permit applications and completion of other official processes as required by the host government or host entity;

- Structured guidance, mentoring and coaching by a supervisor including a clear workplan and performance appraisal;

- Access to office space, equipment, IT support and any other systems and tools required to complete the objectives of the assignment including a host entity email address;

- Access to shared host entity corporate knowledge, training and learning;

- Inclusion of the volunteer in emergency procedures such as evacuations;

- Leave management;

- DSA for official travel, when applicable;

- All changes in the Description of Assignment occurring between recruitment and arrival or during the assignment need to be formalized with the United Nations Volunteer Programme.

Application Code
CODR000643-5934

Application procedure

* Not yet registered in the UNV Talent Pool?

Please first register your profile at https://vmam.unv.org/candidate/signup. Important: After creating your account, complete all sections of your profile and submit it. Then go to ‘My Page’ at https://vmam.unv.org/candidate/mypage and click on the ‘Special Calls’ hyperlink. Lastly, select the special call to which you would like to apply.

* Already registered in the UNV Talent Pool?

Please first update your profile at https://vmam.unv.org/candidate/profile. Then go to ‘My Page’ at https://vmam.unv.org/candidate/mypage and click on the ‘Special Calls’ hyperlink to select the special call to which you would like to apply.

Application deadline: 9 January 2020

doa.apply_url
https://vmam.unv.org//candidate/show-doa/Q09EjAwMDY0Mw==

Disclaimer
United Nations Volunteers is an equal opportunity programme which welcomes applications from qualified professionals. We are committed to achieving diversity in terms of gender, nationality and
culture.