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

<table>
<thead>
<tr>
<th>Country of Assignment</th>
<th>Democratic Republic of Congo</th>
</tr>
</thead>
<tbody>
<tr>
<td>Host Institute</td>
<td>UN Organisation Stabilisation Mission in the DRC</td>
</tr>
<tr>
<td>Volunteer Category</td>
<td>International Specialist</td>
</tr>
<tr>
<td>Number of Volunteer</td>
<td>1</td>
</tr>
<tr>
<td>Duration</td>
<td>until 30-06-2021</td>
</tr>
<tr>
<td>Possibility of Extension</td>
<td>Yes</td>
</tr>
<tr>
<td>Expected Starting Date</td>
<td>Immediate</td>
</tr>
<tr>
<td>Duty Station</td>
<td>Bunia [COD]</td>
</tr>
<tr>
<td>Assignment Place</td>
<td>Non-Family Duty station</td>
</tr>
</tbody>
</table>

**Assignment Place Remark**

Assignment is non-family (BUNIA).

Assignment until June 2021 with possible extension depending on the availability of funds and satisfactory of 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 or 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.
Assignment Details

Assignment Title
Civil Engineer

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

Under the direct supervision of the Field Engineering Officer / Chief of Unit person the duties of the Civil Engineer will include but are not limited to the following:

- Preparation of construction projects documents including structural details, sketches, bill of quantities, specifications, cost analysis and cost estimations.
- Managing the whole life cycle of the project from design stage up to finalization of the execution with different stakeholders and clients involved.
- Experience in preparing technical documents for procurement solicitations as per Engineering Section requirements.
- Prepare structural calculations and specifications for aboveground and undergrounds structures in reinforced concrete, steel, wood, masonry and stone;
- Analyzes 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.
Conducts preliminary site investigations to obtain field data such as soil characteristics, plot dimensions, existing structures, drainage and other data required for building site selection;

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;

Ensure that quality control procedures are in place during implementation of the works on site.

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;

Perform other related duties as may be required.

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;
- Efficient, timely, responsive, client-friendly and high-quality support rendered to the clients;
- Successful completion of each assignment, reporting, costing, compiling final report.
- Substantive review of existing engineering policies undertaken and recommendations provided to supervisor for action;
- 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.

**Qualifications/Requirements**

**Required Degree Level**

Master degree or equivalent

**Education - Additional Comments**
Advanced University Degree (Master’s or equivalent) in Civil Engineer / Architecture or similar discipline related to construction.

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 construction projects.

Language

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

Area of Expertise

- Civil engineering and construction supervision Mandatory

Area of Expertise Requirement

- Advanced University Degree (Master’s or equivalent) in Civil Engineer / Architecture or similar discipline related to construction.
  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.
- Experience in preparation of project documents such as bill of quantities, technical specifications, layouts, cost analysis.
- Experience in managing construction project with different stakeholders
- Experience in basic calculation of underground and above grounds structures.
- 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.
- 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;
- Experience in the East and Central Africa Region is desirable.
- MS Project, AutoCAD, Office package (Excel, Word, Power Point, Outlook).
- Fluency in English mandatory.
- Knowledge of French optional (non- mandatory)

Need Driving Licence Yes

Competencies & Values

- Client Orientation
- Communication
- Ethics and Values
Conditions of Service and other information

Condition of Service

Click here to view Conditions of Service

Conditions of Service for International Specialist:


The rapidly changing nature of novel coronavirus COVID-19 has placed significant and increasing restrictions on the freedom of movement of people across the globe, within countries and across borders. Such restrictions make it very difficult for international UN Volunteers to begin their assignments at their assigned duty station and UNV cannot guarantee assignments will proceed as normal.

Candidates for international UN Volunteer assignments during this period may be exceptionally granted alternative working arrangements to work from their place of recruitment until restrictions are lifted. This is at the discretion of the host entity. Candidates proceeding to interview are recommended to discuss the likelihood of travel and possible alternative arrangements with the host entity. If selected, candidates should carefully consider the circumstances before accepting UNV’s offer.

In cases where the UN Host Entity partner has requested the UN Volunteer to perform their assignment remotely, the Post Adjustment Multiplier (PAM) and related entitlements to be paid may be adjusted to the temporary duty station from where the UN Volunteer has been requested to work if requested by the UN Host Entity.

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$ 1,651. 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 (Roles and Responsibilities of Host Entities)

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;

- Investigate misconduct: sharing reports with the UNV;
- Provide emergency assistance, e.g. the death of volunteer or medical evacuation, in collaboration with UNV. Accept letters of guarantees or potential liabilities for covering medical costs not claimable under medical insurance in extraordinary situations (e.g. isolation facilities’ services during pandemics).

**Application Code**
CODR000736-7761

**Application procedure**

* Not yet registered in the UNV Talent Pool?
First register your profile at [https://vmam.unv.org/candidate/signup](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](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?
First update your profile at [https://vmam.unv.org/candidate/profile](https://vmam.unv.org/candidate/profile).

Then go to ‘My Page’ at [https://vmam.unv.org/candidate/mypage](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: 30 September 2020**

**doa.apply_url**
[https://vmam.unv.org//candidate/show-doa/Q09EUjAwMDczNg==](https://vmam.unv.org//candidate/show-doa/Q09EUjAwMDczNg==)

**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.*