

UN VOLUNTEER DESCRIPTION OF ASSIGNMENT

MOZR000698--Construction Officer

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	Mozambique
Host Institute	United Nations Children's Fund
Volunteer Category	National Specialist
Number of Volunteer	1
Duration	12 months
Expected Starting Date	Immediate
Duty Station	Beira [MOZ]
Assignment Place Remark	

Living Conditions

As this is a national UN Volunteer assignment, the UN Volunteer will be responsible for arranging his/her own housing and other living essentials.

Assignment Details

Assignment Title	Construction Officer
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Organizational Context & Project Description

The fundamental mission of UNICEF is to promote the rights of every child, everywhere, in everything the organization does — in programs, in advocacy and in operations. The equity strategy, emphasizing the most disadvantaged and excluded children and families, translates this commitment to children's rights into action. For UNICEF, equity means that all children have an opportunity to survive, develop and reach their full potential, without discrimination, bias or favouritism. To the degree that any child has an unequal chance in life — in its social, political, economic, civic and cultural dimensions — her or his rights are violated. There is growing

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evidence that investing in the health, education, hygiene/sanitation and protection of a society's most disadvantaged citizens — addressing inequity — not only will give all children the opportunity to fulfil their potential but also will lead to sustained growth and stability of countries. This is why the focus on equity is so vital. It accelerates progress towards realizing the human rights of all children, which is the universal mandate of UNICEF, as outlined by the Convention on the Rights of the Child, while also supporting the equitable development of nations.

Job organizational context: UNICEF-Mozambique assists the Government of Mozambique through six major programs components including Education, Health/Nutrition, Water/Environment Sanitation, Child Protection, Information and Communication and Social Policy. Within the current Country Programme of Cooperation between the Government of Mozambique and UNICEF that covers the period 2017-2021, UNICEF's Education programme is an integral part, with an annual budget of about USD 30 million. The programme consists of four main components, namely Early Learning, Quality and Equitable Education Services, Education in Emergencies and Education System Capacity Development.

PURPOSE

Under the supervision of Education Specialist in Beira with technical guidance of EiE Construction Specialist based in Maputo, the Education Construction UN Volunteer (UNV) will support the UNICEF EiE unit from Beira and specially Construction Officer, with frequent trip to the affected locations in other central provinces such as Manica, through supporting the development and design of technical solutions in the field of structural engineering in the scope of disaster response and risk reduction for school infrastructure and in the promotion of an improved reconstruction methodology and school resilience. S/he will contribute to all processes supporting EiE Construction Specialist and Construction Officers in the provision of the necessary documentation by the partners such as assessments, bill of quantities and request of payments. Additionally, s/he will contribute with the design, planning and development of procedures to carry out management and monitoring of rehabilitation and construction works as part of the emergency response.

Sustainable Development Goals

4. Quality Education

Task description

Under the technical supervision of the EiE Construction Specialist in close collaboration with Construction officer in Beira, the Education Construction UNV shall carry out the following activities:

- Develop or support developing tender documents in collaboration with MINEDH and/or UN-HABITAT depending on contracting options (through MINEDH, NGOs or direct contracting)
- Review or support reviewing applications of bidders in collaboration with MINEDH and/or UN-HABITAT depending on contracting options mentioned above
- Support assessment, designing and estimating the budget and needs of construction activities within the framework of country programmes and projects and inspecting the execution of works as required;
- Support the undertaking of post-damage assessments for quality assurance and conduct quality assurance on built and recovered infrastructures;
- Support conducting surveys of data on the ground, prepare measurements, budgets, specifications and participate in the processes of acquisition of materials and equipment;
- Conduct periodic monitoring and inspection visits to project implementation sites to ensure that works are done as per the technical standards, specifications and best practices;
- Support training sessions for district technicians, building masters, communities, NGOs and other partners involved in the projects;
- Provide technical assistance to government and MINEDH counterparts through periodic coordination meetings on the areas of public social infrastructure construction in particular procurement;
- Support the reporting of activities as required by donors and partners in the implementation process.
- Any other functions can be given to address the emergency situation

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

- Site assessments conducted and designs, drawings, internal cost estimates, descriptive memories and Bills of Quantities produced – based on high quality field reports;
 - In liaison with procurement, tender documents developed;
 - Capacity to national counterparts supported;
 - Effective, regular field visits to project sites, monitoring and supervision of contractors;
- 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 Bachelor degree or equivalent

Education - Additional Comments

University degree in Civil or Structural Engineering or a related discipline

Required experience 24 months

Experience Remark

- A minimum of 2-3 years relevant professional work experience in procurement, engineering or a similar field;
- Work experience in public building construction processes and projects with knowledge of procurement, supervision, management, programming and planning of works;
- Familiarity with requirement and process on procurement in the context of Mozambique in general and construction works in particular is a strong asset;
- Work experience with MINEDH, NGOs and private companies on construction work is also an asset
- Knowledge of housing/public building construction (including design and calculation of building structures) and reconstruction especially in flood, cyclone, earthquake and drought-prone areas;
- Familiarity with disaster risk reduction construction works and resilient infrastructures; ideally in school reconstruction and/or education in emergencies;
- Experience in working with high level institution representatives, ministries, and national or local authorities;
- Exposure to and work experience in small towns and rural areas, including public consultations, community involvement and the capacity to deal with local community representatives and builders. Ability to conduct assessments, surveys, interviews and technical training on the ground

Language

- English (Mandatory) , Level - Fluent
- AND - Portuguese (Mandatory) , Level - Fluent

Area of Expertise

- Civil engineering and construction supervision Mandatory
- Other engineering and construction related experience Mandatory

Area of Expertise Requirement

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- Proficiency using relevant softwares (Excel, Word, Powerpoint), and medium technical expertise in using GIS application, 3D Modeling programs, CADs and ArcGIS.
- Fluency in oral Xisena is considered an asset

Need Driving Licence No

Competencies & Values

- Accountability
- Adaptability and Flexibility
- Building Trust
- Commitment and Motivation
- Commitment to Continuous Learning
- Communication
- Ethics and Values
- Integrity
- Judgement and Decision-making
- Knowledge Sharing
- Planning and Organizing
- Professionalism
- Respect for Diversity
- Self-Management
- Working in Teams

Conditions of Service and other information

Condition of Service

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

Conditions of Service:

Note on novel coronavirus – COVID-19.

The rapidly changing nature of novel coronavirus COVID-19 has placed significant and increasing restrictions on the freedom of movement of people, even within countries. Such restrictions may affect the ability national UN Volunteers to begin their assignments at their assigned duty station or limit the ability to enter UN premises. Thus, UNV cannot guarantee assignments will proceed as normal.

Candidates for national UN Volunteer assignments requiring travel to the duty station may be exceptionally granted during this period alternative working arrangements to work from their place of recruitment until restrictions are lifted. Candidates for national UN Volunteer

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assignments may also need to begin their assignments remotely in cases where access to UN premises is restricted. These are decisions at the discretion of the host entity. Candidates proceeding to interview are recommended to discuss travel requirements, any restrictions, and possible alternative arrangements with the host entity. If selected, candidates should carefully consider the circumstances before accepting UNV's offer.

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.

Travel to duty station (if applicable) and a Settling-In-Grant will be provided in the event the duty station is not within commuting distance from the place of recruitment. The applicable Volunteer Living Allowance is provided monthly to cover housing, utilities and normal cost of living expenses. Life, health and permanent disability insurance are included (health insurance for up to 3 dependents), as well as final repatriation (if applicable) and resettlement allowance for satisfactory service.

Furthermore, in non-family duty stations that belong to hardship categories D or E, as classified by the ICSC, a Well-Being Differential (WBD) on a monthly basis will be provided.

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

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 and official processes;
- 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;
- Any necessary security measures, ensuring that UN Volunteers are covered by the United Nations Security Management System (UNSMS) in line with the UNDSS Security Policy Manual;
- 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

MOZR000698-7503

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: 10 August 2020

doa.apply_url

<https://vmam.unv.org/candidate/show-doa/TU9aUjAwMDY5OA==>

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.