

Posting Title : International Consultant - Civil Engineer
Department/ Office : Regional Service Centre at Entebbe
Location : Entebbe
Posting Period : 10 July 2024 - 23 July 2024
Job Opening number : 24-Regional Service Centre at Entebbe-238689-Consultant

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

Duties and Responsibilities

Organizational Setting and Reporting:

The Department of Operational Support (DOS) was established to provide end-to-end operational support, advisory services and other solutions to operating entities across the Secretariat, including departments, offices away from headquarters, peace operations, and regional commissions.

The Regional Service Centre in Entebbe, Uganda (RSCE), was established in July 2010, following the adoption of General Assembly resolution 64/269. The Centre provides efficient, client-oriented and scalable services with the goal of moving transactional, non-location-dependent administrative functions to the Centre from its client entities. This includes transactional elements of human resources, finance, multimodal movement and control, personnel and cargo transport and information and communications technology (ICT) support. In addition to these services, the Office of the Director RSCE and support offices through the Deputy Director RSCE provides overall guidance on the operations of the RSCE including strategic planning, communication, budgeting, human resources management, property management, quality assurance and business intelligence, conference services, record keeping and archive management, and audit response and risk management.

For more information, please visit <https://rsce.unmissions.org>.

The Consultant will report to the Deputy Director, RSCE and will oversee/provide technical assistance for ongoing and future construction and maintenance activities at the United Nations Entebbe Campus on behalf of the RSCE.

The main responsibilities of the Consultant will include but are not limited to the following:

1. Create, implement and maintain an efficient maintenance service plan for all buildings/structures of the RSCE;

2. Prepares site visits and prepares assessment of construction interventions.

- Recommend solutions for project implementation based on assessment.

- Ensure all technical inputs and cost estimates related to the construction components are accurate, timely provided and included in the project proposals and budgets.

3. Reviews and assesses technical design documentation for construction and maintenance interventions.

- Review of technical documentation (existing and future layout, Bill of Quantities (BoQ) with estimation of costs, technical description, design and specific drawings, participate in the evaluation of bids process) for specific projects.

- Review and revise technical drawings, specifications and BoQs;

4. Provides effective support throughout all stages of the tendering processes.

5. Monitors and supervises construction and maintenance works.

- Provide overall technical assistance and technical control/inspection to construction/maintenance projects, from their planning to their implementation and monitoring. Technical controls may include a site preparation audit, control of work in each phase (from start to the end of works), design and contractual requirements' compliance verification, codes and standards' compliance verification, materials suppliers' certification and monitoring, quality control of incoming materials;

- Reviews work plans of each of the contractors and ensure modifications to ensure practical implementation of the works;

- Ensures that the quality of materials and workmanship conform to the specifications of the construction contracts;

- Closely monitors and supervise the progress of projects/works and provide status reports, conduct risk assessments, propose remedial action as required and monitor budget expenditure.

- Prepares interim - final project and handover reports and maintain the relevant project records.

- Ensures that the contractors achieve construction performance measures and especially those related to Time, Cost, Quantity, and Quality.

- Supports the implementation of RSCE environmental initiatives.

Assist with the commissioning of works, supervise any identified outstanding works during the defect's liability period, and prepare the final progress report.

6. Aids in the provision of improved safety and security in workplace.

7. Performs other duties as required.

Deliverables

- Site and building Development, Layout and Planning
- Horizontal Infrastructure Development, Layout and Planning
- Construction Contract Bid Packages / Specifications, Including Permit Packages
- Quality Control
- Structural Analysis
- Concrete, Masonry and Timber Design
- State / Local Permitting and Code Compliance Studies
- Mechanical / HVAC: General Arrangements Analysis
- Electrical: General Arrangements Analysis

Competencies:

Professionalism – Ability to work in close collaboration with other key stakeholders to assess infrastructures for the purposes of determining the condition of the existing structure and to ascertain the scope of maintenance or rehabilitation. Ability to manage the work of contractors to ensure works are executed within deadlines and cost parameters. Ability to assess completed works and recommend contractor's invoices for payment or non-payment. Ability to incorporate environmental aspects within the scope of work. Ability to provide inputs for the RSCE budget related to areas relate to the scope of work. 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.

Communication - Speaks and writes clearly and effectively; Listens to others, correctly interprets messages from others and responds appropriately; Asks questions to clarify and exhibits interest in having two-way communication; Tailors language, tone, style and format to match audience; Demonstrates openness in sharing information and keeping people informed.

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.

Work Location

Entebbe

Expected duration

Six (06) months

Result of Service

The result of work of the Civil Engineer impacts on the delivery of the RSCE mandate by creating an environment conducive to productivity. The consultant ensures proper processes and methodologies are followed and implemented according to the latest industry standards.

Qualifications/special skills

A Bachelor's Degree in civil engineering or other relevant discipline is required.

A minimum of 5 years' professional experience in civil engineering or other relevant field is required.

Experience in the preparation of construction technical documentation, project design and supervision is required.

Experience in the supervision of maintenance works is required.

Experience with the relevant United Nations or international organization or non-governmental organization systems, rules, procedures and regulations, is desirable.

Experience in project management is desirable.

Possession of good information technology skills is desirable.

PRINCE2 Certification or similar certification is desirable.

Language

English and French are the working languages of the United Nations Secretariat. For the position advertised, fluency in English is required. Knowledge of French is desirable.

United Nations Considerations

The United Nations shall place no restrictions on the eligibility of men and women to participate in any capacity and under conditions of equality in its principal and subsidiary organs. (Charter of the United Nations - Chapter 3, article 8). The United Nations Secretariat is a non-smoking environment.

As per UN policy, Consultants and Individual Contractors may not apply for or be appointed to any position in the Professional or above categories and for positions at the FS-6 and FS-7 levels in the Field Service category within six months of the end of their current or most recent service. This restriction does not apply to associate experts (Junior Professional Officers) appointed under the Staff Rules.

No Fee

THE UNITED NATIONS DOES NOT CHARGE A FEE AT ANY STAGE OF THE RECRUITMENT PROCESS (APPLICATION, INTERVIEW MEETING, PROCESSING, OR TRAINING). THE UNITED NATIONS DOES NOT CONCERN ITSELF WITH INFORMATION ON APPLICANTS' BANK ACCOUNTS.