

GOUVERNEMENT  
DE LA  
REPUBLIQUE DU VANUATU  
  
DEPARTEMENT DES RESSOURCES EN EAU

SAC POSTAL RÉSERVÉ 9001, PORT VILA  
VANUATU  
TÉLÉPHONE: (678) 33435 / 5333820  
VOIP: 3932



GOVERNMENT  
OF THE  
REPUBLIC OF VANUATU  
  
DEPARTMENT OF WATER RESOURCES  
  
PRIVATE MAIL BAG 9001, PORT VILA  
VANUATU  
TELEPHONE: (678) 33435 / 5333820  
VOIP: 3932

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Date: 18<sup>th</sup> March 2022

## Position: Site Engineer

### Site Engineer Duties and Responsibilities

- As a focal person, liaise with the contractor, and coordinate and manage the implementation of Melsisi Water supply system, and work together with Sanma and Panama province Department of Water Resource Office.
- Liaise with the local authority, beneficiary communities, to ensure compliance with local construction regulations and by-laws
- Interpret working drawing, check plans, drawings and quantities for accuracy of calculations
- Oversees the day-to-day of the construction activities, including supervising and monitoring the site labour force and the work of the contractor, as per the drawing, specification.
- Oversee quality control and health and safety matters on site
- Ensure that all materials used and work performed are in accordance with the specifications, and assist the contractor in set out, level and survey the site
- Develop work schedules and adjust as needed to meet project deadlines
- Data collection and maintain detailed documentation of all site engineering activities
- Prepare as built drawing and payment certificate
- Maintain compliance with safety and regulatory standards
- Suggest process and technical design changes and implement improvements to designs and processes as required to improve performance and efficiency
- Assess and report the environmental impact of projects
- Compile and present progress update and reports explaining project details to non-technical stakeholders
- Monitor project progress, compliance with design specifications
- Resolve any unexpected technical difficulties and other problems that may arise

### **Site Engineer Requirements and Qualifications**

- Bachelor's degree or Advance Diploma in civil or water engineering, construction, building, or related field
- A minimum of seven years' experience in supervising civil construction activities

### **Knowledge, Skills and Abilities:**

- Track record of successful work experience and results in the area of construction supervision of water supply system, preferably in NGOs;
- In-depth knowledge of engineering, technology, building, construction, and design
- Proficient in the use of computer-aided design Auto CAD, and Google Earth software
- Familiar with QGIS and EPANET will be preferable
- Strong time management and project management skills
- Demonstrated technical and managerial ability, sound judgment, and ability to work effectively with others at all levels;
- Excellent written and verbal communication skills and ability to communicate effectively with a wide range of stakeholders, e.g., Government offices at different levels, partners, other NGOs and networks;
- Firm belief in team work, gender equality, sensitivity to HIV/AIDS, participatory approach and sustainable development;
- Commitment to values and working styles of Department of Water Resources (DoWR)
- Proficiency in the use of computers (MS word, Excel, Power Point, e-mail, Internet);
- Good written and spoken English language; (Speaking the local language is an advantage);
- Good interpersonal and communication skills;
- Good community mobilization and facilitation skills;
- Firm belief in teamwork, equity and inclusiveness, gender equality, sensitivity, participatory;
- Ability to adapt to the local environment and understand and respect community values;
- Good understanding of government WASH policy;

### **Location of Work:**

- Based in Melsisi, and Canal Fanafo (Pentecost and Santo)
- Quantity: Two
- Contract Period: 1 year

### **How to Apply:**

Please send your application with copy of curriculum vitae and other relevant documentation for the above advertised job opportunities in a seal envelope to: -

Ms. Esther Teitoka,  
The Department of Water resources (DoWR)  
George Pompidou Complex

PMD 9001

Port Vila, Vanuatu

Or by email: [esteitoka@vanuatu.gov.vu](mailto:esteitoka@vanuatu.gov.vu)

Due date for all applications is on **Monday 18<sup>th</sup> April 2022.**