

UNOPS helps its partners in the United Nations system meet the world's needs for building peace, recovering from disaster, and creating sustainable development. UNOPS is known for its ability to implement complex projects in all types of environments around the globe. In an effort to promote organizational excellence, UNOPS seeks highly qualified individuals for the following position:

### **Vacancy Details**

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**Vacancy code:** VA/2015/B5109/8047  
**Post Title:** On-Call Construction Engineer  
**Post Level:** L-ICA 8  
**Org Unit:** AEMO/RSOC/European PROGRES  
**Duty Station (DS):** Home based with travel to South East and South West Serbia  
**Duration:** Up to 160 work days from September 2015 throughout September 2017  
**Closing Date:** 7 August 2015

### **1. Project(s) Background**

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European PROGRES is a multi-donor Programme, financed by the European Union (EU), the Government of Switzerland and the Government of Serbia, designed to support sustainable development in the South East and South West Serbia. The Programme has been conceptualised jointly with the European Integration Office of the Government of the Republic of Serbia (SEIO), which has responsibility for monitoring implementation and providing assistance and facilitation. The United Nations Office for Project Services (UNOPS) has been granted with an initial budget of 17.46 million Euros and has the overall responsibility for the Programme implementation.

Through a multi-sector approach this Programme will contribute to sustainable development of underdeveloped areas and creation of more favourable environment for infrastructure and business growth by strengthening local governance, improving vertical coordination, planning and management capacities, improving business environment and development, as well as enhancing implementation of social inclusion and employment policies.

The Programme works towards achieving four main results, while good governance principles are interwoven as a cross cutting aspect of the entire intervention:

1. Strengthened local governance, planning and management capacities through introduction of new, or improvement/elimination of existing procedures and processes in line with the principles of good governance
2. Increased competitiveness of local economy through improved business environment and management/organizational capacities of small and medium enterprises/agricultural cooperatives
3. Improved access to employment, offering equal opportunities to both men and women, and social inclusion of the most vulnerable and marginalised groups through development and implementation of local policies resulting in reduced migration from South East and South West Serbia
4. Effects of Serbia's European accession communicated to general public.

The final beneficiaries, but also the key stakeholders and financial contributors of this Programme are 34 municipalities from the third and fourth group of development level, which have responsibility of taking ownership of activities implemented in their territory:

- Novi Pazar, Ivanjica, Nova Varoš, Priboj, Prijepolje, Raška, Sjenica and Tutin, in the South West Serbia
- Prokuplje, Blace, Žitorađa, Kuršumlija in the Toplica District
- Leskovac, Bojnik, Vlasotince, Lebane, Medveđa and Crna Trava in the Jablanica District

- Vranje, Bosilegrad, Bujanovac, Vladičin Han, Preševo, Surdulica and Trgovište in the Pčinja District
- Brus in the Rasinska District
- Aleksinac, Gadžin Han, Doljevac, Merošina and Svrlijig in the Niški District
- Babušnica, Bela Palanka in the Pirotski District
- Knjaževac in the Zaječarski District.

Other beneficiaries include municipality-founded institutions and public utility companies, civil society organisations (CSO) and media in the participating municipalities. It is the inhabitants of the South East and South West Serbia who will feel the biggest benefits of the Programme.

European PROGRES Project Steering Committee approved 40 grants to local self-governments for the development of main designs for local infrastructure projects. The projects were selected through the open call for proposals and cover social, communal and economic infrastructure. Furthermore, European PROGRES supports local self-governments through technical assistance for the implementation of local infrastructure projects, which will be selected through the open call for proposals conducted by the Central Financing and Contracting Unit (CFCU) – Ministry of Finance, in 2016. The On-call Construction Engineer will be engaged to support both activities.

## **2. Duties and Responsibilities**

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### **Purpose and Scope of Assignment**

Under the direct supervision of the Sector Manager for Infrastructure, and support of the Programme Engineers, the retainer On-call Construction Engineer will undertake the following tasks/duties:

- Provide technical support to the Programme Engineers for all specific issues from his/her area of expertise for the infrastructure projects, designs and works, implemented through grant support agreements to local self-governments
- Assist the Programme Engineers and Municipal Grant implementation Teams in the preparation of technical documents/technical specifications for public tenders as well as advise at all stages of the public procurement processes, regarding his/her area of expertise
- Perform checks and revisions of technical documents/designs, from his/her area of expertise when instructed by the Sector Manager for Infrastructure
- Assist the Programme Engineers in technical monitoring of the implementation of infrastructure projects granted through the CFCU call for proposals, to ensure compliance with the technical documentation
- Perform other duties from his/her area of expertise as assigned by the Sector Manager and the Programme Engineers.

## **3. Required Selection Criteria**

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### **a. Education & Licences**

- Master degree in the construction engineering (graduated engineers)
- Valid graduate engineer's licence for responsible designer/site engineer is required: 300 or 310 or 311 or 400 or 410 or 411
- Licence 381 in energy efficiency is an additional asset

### **b. Work Experience**

- Minimum four years of professional engineering experience at site, out of which at least two years as a licenced Construction Engineer
- Experience in assessment, preparation of specifications for building material and other tendering documentation in the process of building design and construction is required

- Work experience preferably with the EU or the UN, or another international organisation an asset

**c. Language Requirements**

- Serbian as native language
- Basic knowledge of English language

**d. Key Competencies**

- Excellent organizational and inter-personal skills
- Formulates written and oral information clearly and persuasively
- Accountability for management of time, establishing clear performance goals, standards, and responsibilities
- Seeks and applies knowledge, information, and best practices from within and outside UNOPS
- Focuses on impact and result for the client and responds positively to feedback
- Builds strong relationships with clients and external actors
- Demonstrates commitment to UNOPS' mission, vision and values, including cultural, gender, religion, race, nationality and age sensitivity and adaptability
- Strong IT skills
- Drivers licence essential and ability to travel independently

**Submission of Applications**

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Qualified candidates may submit their application, including a Letter of Interest, Licences, Curriculum Vitae and updated United Nations Personal History Form (P.11) to UNOPS via UNOPS Global Personnel Recruitment System at following link:

<https://gprs.unops.org/pages/viewvacancy/VADetails.aspx?id=8047>

Kindly note that this is a local position open to nationals of Serbia only.

**Additional Considerations**

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- Applications received after the closing date will not be considered.
- Only those candidates that are short-listed for interviews will be notified.
- Qualified female candidates are strongly encouraged to apply.
- UNOPS reserves the right to appoint a candidate at a level below the advertised level of the post.
- The incumbent is responsible to abide by security policies, administrative instructions, plans and procedures of the UN Security Management System and that of UNOPS.

It is the policy of UNOPS to conduct background checks on all potential recruits/interns. Recruitment/internship in UNOPS is contingent on the results of such checks.

For more information on UNOPS, please visit the UNOPS website at [www.unops.org](http://www.unops.org)