



Operational excellence for results that matter

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

Vacancy code: VA/2016/B5109/9431
Post Title: Lead Engineer
Post Level: L-ICA 8
Org Unit: ECR, RSPC, Serbia
Duty Station (DS): Belgrade, Serbia
Duration: One year, extendable subject to available funds and satisfactory performance
Closing Date: 19 February 2016

1. Project(s) Background

The "European Union Support for the Reconstruction of the Road Structures Affected by the Floods in Serbia" is the continuation of the European Union (EU) efforts to support the Republic of Serbia after the devastating floods that hit the country in May 2014 and to create conditions for the flood prevention and reaction in emergency situations. This project, whose budget is 10.49 million Euros, is implemented by the United Nations Office for Project Services (UNOPS) from January 2016-December 2018 (24 months execution period and 12 months for the Defects Notification Period).

As the result of the Project activities, up to 48 critical landslides will be remediated, and up to 14 road structures damaged by erosions will be reconstructed.

The project will be implemented in partnership and close cooperation with Government of the Republic of Serbia Office for Public Investment Management (PIMO), Public Enterprise Roads of Serbia (PERS), Delegation of the European Union (DEU) and Local self-governments.

2. Duties and Responsibilities

Purpose and Scope of Assignment

Under the direct supervision of the Project Manager, the Lead Engineer, will undertake the following tasks/duties:

- Lead and supervise all engineering works
- Contribute to development, implementation, monitoring and updating of the Project plans and strategies in order to ensure delivery is to the scope budget and time
- Provide weekly reports to the Project Manager and provide inputs for the monthly, quarterly, annual and final Reports to inform donors and the key stakeholders of trends and conditions in the Project Area Closely monitor and assess performance of UNOPS on-call engineers and consultants, as agreed with the Project Manager
- Provide expertise opinion/advise the Project Manager on all engineering issues,
- Support the Project Manager in establishing the framework for engagement of external and internal stakeholders and implementation of the stakeholder engagement plan
- Formulate and/or check and revise all technical documents/designs
- Manage contractors and contract execution, supervise the quality of the site reports
- Support the Project Manager in managing risks and issues, as stipulated by the Project's Risk Management Strategy
- Update Project quality register, risk register and lessons learned log in the time frame stipulated by the Project's strategic documents
- Maintain electronic record in UNOPS database for the Project documentation as stipulated by the configuration management standards of the Serbia Project Centre and/or as instructed by the Project Manager

- Ensure respect of Health and Safety procedures on the site and report any irregularity
- Ensure that aspects of good governance are integrated into the rehabilitation/reconstruction projects

Perform other duties as may be reasonably required and in line with the incumbent's scope of services above.

At the request of RSPC Manager and as may be reasonably required, provide support to RSPC activities in line with the scope of services above in order to further the common objectives of RSPC and its project Donors.

3. Required Selection Criteria

a. Education

- Master degree in civil engineering

b. Work Experience

- Minimum three years of relevant professional engineering experience at site
- Experience in works related to management of roads construction and landslides rehabilitation will be considered as an asset
- Experience in working with the EU and other UN agencies is not necessary but will be considered as advantage

c. Licences

- Valid graduate engineer's licences for responsible designer/contractor: 300, 400, 310, 410, 415 or 418

d. Language Requirements

- Fluency in English and Serbian Language is required

e. Key Competencies

- Good knowledge and understanding of FIDIC Contracts
- Confirmed knowledge of MS Project
- Excellent organisational and inter-personal skills
- Formulates written and oral information clearly and persuasively
- Accountability for management of time, establishing clear performance goals, standards, and responsibilities
- Able to perform a variety of standard tasks related to results management, including screening and collecting of project documentation, projects data entering, preparation of revisions, filing, provision of information
- Demonstrates commitment to UNOPS' mission, vision and values, including cultural, gender, religion, race, nationality and age sensitivity and adaptability
- Initiates and sustains relationships with key constituents
- Focusses on impact and result for the client and responds positively to feedback
- Builds strong relationships with clients and external actors
- Drivers licence essential and ability to travel independently

Submission of Applications

Qualified candidates may submit their application, including a Letter of Interest, 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=9431>

This is a local position, it is therefore open to Nationals of Serbia and to individuals who have a valid residence/work permit.

Additional Considerations

- Please note that the closing date is midnight Copenhagen time (CET)
- 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.
- For staff positions only, 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