

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/B5109/9513
Post Title: On-call Project Engineer – 2 positions
Post Level: L-ICA 8
Org Unit: ECR, RSPC, Serbia
Duty Station (DS): Belgrade, Serbia
Duration: Up to 180 w/days in period 1 April 2016 to 31 March 2017
Closing Date: 25 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 Lead Engineer, the On-call Project Engineer will undertake the following tasks/duties:

- Provide expertise opinion/advise the Lead Engineer on all engineering issues
- Conduct needs assessment of road structures/landslides and bridges affected by the floods in 24 municipalities in Serbia
- Manage contractors and contract execution to ensure delivery is to the scope, budget and time and in compliance with the technical documentation
- Formulate and/or check and revise all technical documents/designs
- Ensure the contractor provides method statement for works prior commencement, and perform the quality check of the presented document
- Supervise the quality of the construction materials and collected attest documentation
- Ensure that documentation on site is kept according to the valid law for planning and construction (daily logs, quantity books, approvals, act of appointments, tests, attest documentation)
- Ensure the Construction Supervisor provides reports on the activities specified within the valid law for planning and construction
- Provide Site Visit Reports on Project related activities, specifying work progress and arising issues
- Maintain the cooperation with the construction supervisors, contractors, PERS, designers and local authorities

- Ensure respect of Health and Safety procedures on the site and notify the Supervisor of any irregularities immediately after
- Hold site coordination meetings with the contractors, technical supervisors and other stakeholders as necessary and provide minutes of meeting for construction-related meetings
- Perform other duties as assigned by the Project Manager and Lead Engineer in the agreed timeframe

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 with management of road construction works is required
- Experience in works related to landslides rehabilitation will be considered as an asset

c. Licences

- Valid graduate engineer's licence for responsible contractor 410, 415 or 418 is required

d. Language Requirements

- Fluency in Serbian
- Basic knowledge of English language

e. Key Competencies

- 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
- Initiates and sustains relationships with key constituents
- 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
- Drivers licence essential and ability to travel independently

Submission of Applications

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

<https://gprs.unops.org/Pages/ViewVacancy/VADetails.aspx?id=9513>

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