



Job Announcement

Construction Supervisor– One Post

Sittwe, Pauk Taw Township, Rakhine State

The Lutheran World Federation (LWF) Myanmar is an international non-government organization serving the people of Myanmar since 2008 after Cyclone Nargis. Currently LWF is facilitating rights-based empowerment process in 34 villages of Mindat and 20 villages in Matupi Township, Chin State, 29 villages of Kyarinnseikgyi, Pharpun and Hlainbwe Townships in Kayin State and 21 villages in Ann Township, Rakhine State. 36 Women Groups in Pyapon, Dedaye and Twantay Townships are also being supported and accompanied technically for sustainability. LWF is also assisting the IDPs, host communities and nearby villages of Sittwe, Mrauk U, Ponna Kyun and Pauktaw Township in Rakhine State to improve children's access to education. LWF also works with Camp Management Committees (CMC) of 8 camps in Sittwe and Pauktaw Townships. Mainstreaming community based psychosocial support; gender; environment; fire-safety and protection are integral part of the program.

The working approach of LWF is Rights Based Empowerment and Integrated Programmatic Approaches. Livelihoods, Quality Services, Protection and Social Cohesion and Systems and Practices for Quality Programming are four main components of LWF Myanmar. The strategic objectives of LWF are Communities have increased access to livelihoods and income generating opportunities, Communities have improved access to quality basic services (including basic infrastructures: roads, water, sanitation, electricity; education and healthcare) through their active engagement and Right holders, especially women, are empowered in managing their individual, household and village development through accessing their rights and entitlements. Its values and principles such as Dignity, Human Rights and Justice, Compassion and Commitment, Inclusion and Diversity, Meaningful Participation, Transparency and Accountability, Humanitarian Principles, Gender Justice and Climate Change guide the work.

LWF Myanmar is dedicated to promoting children's rights and ensuring that their welfare and physical security are recognized, safeguarded and protected in accordance to UNCRC; and international, regional and national standards. LWF Myanmar commits itself to creating and maintaining an environment which promotes its core values and prevent children from physical abuse, neglect, emotional abuse and sexual abuse. Employees are expected to adhere to LWF Child Protection Policy and safeguard children and Protection, Sexual Exploitation and Abuse (PSEA).

Job Summary:

LWF has been invited to assume the responsibility of carrying out construction, renovation and expansion of government schools, construction and renovation of Temporary Learning Spaces (TLS), Child Friendly Spaces (CFS), and minor repairs and maintenance of IDP Shelters and other communal facilities in LWF-managed camps and host and nearby villages of Sittwe, Mrauk U, Pauktaw and Ann Townships of Rakhine State.

It is for this reason that LWF therefore seeks to recruit suitable Myanmar nationals to join our expanding vibrant team of dedicated staff who work with the displaced population in empowerment and preservation of their dignity.

1. Major Responsibilities:

The Construction Supervisors will be part of the LWF Sittwe Project Office and shall be required to visit designated camps, host villages and nearby villages regularly and shall be directly responsible for the following among other things:

1. Working closely with the Sittwe-based Assistant Engineer, Camp Management Committees (CMCs) and Camp Coordination & Camp Management (CCCM) camp-based Incentive workers to determine the shelters that need minor repairs and maintenance.
2. Oversee construction, coach skilled workers, guide contractors, guide SMCs, verify quantity and quality of work.

3. Assessing and systematically documenting the extent of damage on each shelter or communal facility. This shall include photos of damaged sections of the shelters, shelter identification numbers, and details of families affected by the damage and if possible the cause of the damage (e.g. elements of the weather, age of the structure, vandalism, fire.... etc)
4. Determining the cost of repairs, including materials required, indicative costs, labour and length of time required for each maintenance works
5. Supervising all repair and maintenance works, and ensuring that quality of work done is acceptable, timely and consistent with humanitarian standards
6. Documentation of all works done, including photos of the structures before and after any repairs, the total actual cost of works done, completion date, acknowledgement by CMC etc. This will typically be a “certificate of completion” for each works carried out
7. Maintain a log of all repair and maintenance works carried out in the camps managed by LWF.
8. Attend monthly CMC meetings at camp level so as to address any shelter-related concerns in the meetings.
9. Build the capacity of CMCs and camp residents as a whole in proper maintenance practices.
10. Prepare and submit a monthly report to the respective Assistant Engineer, detailing all construction assessments, nature of repair and maintenance works carried out, meetings attended, number of households benefiting from the repairs and maintenance on a monthly basis

The Construction Supervisor shall report to the Assistant Engineer as the line supervisor in the performance of his/her duties and responsibilities, but will work with Engineer for all technical matters, which shall include the following:

Professional Qualifications

1. Grade-XI (10 Standard) passed, work as carpenter or masonry more than 5 years and know how to calculate the estimate.
2. At least one/two year experience in constructing, who has THS certificate or EGTI or AGTI Civil or Diploma in Construction-related course from Government Technical Institute (GTI)

Relevant Experience and skills

1. Basic English (written and spoken)
2. Skills and experience in managing and motivating laborers at a construction site.
3. Experience working in a humanitarian context, with displaced communities
4. Possession of negotiation and facilitation skills and experience working in forced migration settings.
5. Familiarity with Myanmar National Construction Standards in Construction
6. Knowledge of local culture and language will be an added advantage.
7. Knowledge of Budgeting and budget controls
8. Preparation of BoQs and Construction estimate
9. Good report-writing skills

Personal Attributes

1. High level of integrity, commitment and professional responsibility.
 2. Strong inter-personal and team building skills.
 3. Ability to tolerate cultural, educational and religious diversity in the work place.
 4. Excellent communication, organization and presentation skills.
 5. Willingness to work in the IDP camps, host community and nearby villages and to live in different working areas in Rakhine State.
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LWF Myanmar has immediate vacancy for this position. Therefore, Myanmar citizens fulfilling the above requirements are requested to submit an application letter; full CV; copy of NRC; a recent photo; name and contact details of 3 references (one reference must be from current employer); your email and / or telephone number and address. Applications not containing these documents will not be shortlisted.

Lutheran World Federation is an equal opportunity organization, and qualified women are encouraged to apply.

For detailed information of LWF Myanmar Program, please visit <https://myanmar.lutheranworld.org>

Applications can be submitted via email hr.lwf.mm@gmail.com or at any one of the following Lutheran World Federation Myanmar offices.

- 1) LWF- Yangon Office
No.11, Kan Street, (6) Ward, Hlaing Township, Yangon.
- 2) LWF– Sittwe Office
House No.278, Thit Sar Street, North San Pya Ward, Pyi Taw Tar Quarter, Sittwe, Rakhine State, Myanmar
- 3) LWF – Chin Office
No.552, Tha Khin Aung Min Street, West Ward, Mindat Township.
- 4) LWF – Kayin Office
No. 6/833, Corner of Sein Si Mya Street and Hpa Yar Street, 6 Ward, Hpa An Tsp.
- 5) LWF– Ann Office
No. (16), Yadanar Street, 5 Ward, Ann Township.

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Note: Only shortlisted candidates will be contacted for written test and interview. The shortlisted candidates have to bring the updated education certificates for interview.

Application Deadline: 17thApril 2019; 5:00 pm