

**Field Engineer Supervisor****Recruitment****Terms of Reference (ToR)****Job code:** HF05070921

Tuesday, 21 September 2021

Job Title: Field Engineer Supervisor**Duty station:** Syria - Afrin**work nature:** Full-time**Line Manager:** project manager**Number of vacancies required:** 2**About Horan Foundation**

Horan Foundation (HF) is a non-governmental, non-profit making, national organization. It was established in May, 2012 in response to the humanitarian needs resulting from the current situation and the humanitarian crisis in Syria to alleviate the suffering of the Syrian people. HF operates in different sectors, implementing various projects and programs.

Job Details**Job Summary:**

The field Engineer supervisor is responsible for implementing HF shelter rehabilitation programming, including site assessments, coordination and consultation with relevant local authorities / stakeholders, development of BOQs, overseeing vendor identification, certifying program deliverables and management of field-level staff. The field engineer supervisor will represent AHL HORAN at the field level and ensure the smooth implementation of quality programming that meets the needs of identified beneficiary community.

Main Responsibilities and Tasks :

1. Participate in community meetings with field staff and other project management unit staff in (HF) to assess shelter needs in targeted villages.
2. Provide overall technical assistance to (HF) shelter units rehab projects, from their planning to their implementation and monitoring
3. Assess damage / capacity of shelter units
4. Advise on repair priorities as in-line with program goals and protection mandates
5. Identify works required and prepare designs and cost estimates
6. Supervise work by contractors and/or direct implementation
7. Advise on vendor quality and contracting arrangements
8. Manage quality and quantity control
9. Liaise with shelter ownership and inhabitants to communicate and confirm all project deliverables
10. Responsible to ensure contractors work in compliance with technical specifications and quality standards
11. Monitor and evaluate performance of service providers
12. Ensure all technical inputs and cost estimates related to the construction components are accurate, timely provided and included in the project proposals and budgets
13. Support the Supply section in all tender exercises for the procurement of construction services
14. Identify and manage risks and initiate corrective action where necessary, so that maximum benefit to client and stakeholders is achieved
15. Prepare weekly and monthly progress reports and maintain the relevant project records

Qualifications / Technical Skills:

- Bachelors or master in Civil Engineering or architecture,
- Excellent command of relevant software applications (word processors, spreadsheets, AutoCAD and similar civil engineering or Arch software etc.)
- Minimum 5 years of professional experience with practical, hands-on construction supervision experience; 1 year of experience in emergency response or humanitarian relief preferred
- Experience in community mobilization / community monitoring sites, coupled with the ability to address and manage all aspects of monitoring of a construction
- Experience in managing and supervising construction works in the public and private sector
- Excellent and proven experience in dealing with contractors and local partners
- Proven abilities in managing teams, monitoring staff performance, and providing technical support and coaching to field teams
- Prior experience in developing program implementation workplans, data collection and analysis, and program reporting

Interpersonal, Communication and Coordination Skills:

- Excellent negotiation and problem- solving skills;
- Ability to cope with a challenging and constantly-evolving humanitarian work environment, often under pressure;
- Ability to establish and manage effective working relationships with colleagues, managers and external partners, other I/NGOs, and community representatives;
- A strong commitment to humanitarian relief and disaster operations;
- Flexibility.