

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/2014/B5109/6141

Post Title: On-call Junior Electrical Engineer – Retainer based position

Post Level: L-ICA 8

Org Unit: AEMO/RSPC/ Serbia Floods Rehabilitation Support

Duty Station: Belgrade/Serbia with frequent travel to flood affected areas

Duration: Maximum 50 w/days in period of eight month

Start Date: Immediate

Closing Date: 9 November 2014

1. Project(s) Background

“Serbia Floods Rehabilitation Support” project has been prepared in cooperation with the Government of the Republic of Serbia, and close coordination with its European Integration Office (SEIO), the Delegation of the European Union to the Republic of Serbia (DEU), as well as the resident United Nations agencies in Serbia, as a response to devastating floods that hit Serbia in May 2014.

The **objective** of the project is to support the citizens of the municipalities affected by the floods to restore their living conditions through reconstruction of private dwellings, and throughout the whole flood-affected region to establish normal functioning of kindergartens, schools, medical centres and other public institutions or road/s of primary importance, as well as to enhance capacities of the Government of Serbia's Office for Flood Affected Areas Assistance and Recovery in management and monitoring of salvage efforts.

The project will deliver seven results:

- **Result 1:** Housing solutions provided to up to 370 families in Obrenovac, Krupanj and other municipalities if needed, through reparation or reconstruction of damaged private houses, provision of prefabricated houses, and reparation of facilities for small businesses, respecting human rights standards and non-discrimination principle of good governance
- **Result 2:** Improved living conditions in temporarily shelters and enhanced capacities for monitoring and coordination of return process in municipalities Obrenovac and Lazarevac
- **Result 2:** Working conditions restored to normal functioning in up to 30 public institutions (kindergartens, schools, medical centres etc) in the municipalities affected by the floods
- **Result 4:** Normalised transport of goods and people between Krupanj and Loznica through Korenita and Krst
- **Result 5:** Enhanced capacities of the Government of Serbia Office for Flood Affected Areas Assistance and Recovery (FAAARO) to manage and monitor recovery process in the flood affected municipalities
- **Result 6:** Reduced risk of spreading infective diseases through reduction of mosquitoes population in the areas affected by the floods
- **Result 7:** The project results communicated to general public

The **final beneficiaries** of this project are:

- Up to 370 families from Obrenovac and Krupanj who were affected by the floods and currently live in unsatisfactory conditions or in the collective centres
- Thirty public institutions of primary importance (kindergartens, schools, medical centres) that are out of function due to the damage caused by the floods, which besides reparation and reconstruction need equipment for normal functioning
- The recently established Government of Serbia's Office for the Flood Affected Areas Assistance and Recovery, responsible for the overall monitoring of the flood response.

The project will closely cooperate with the key stakeholders in order to achieve the planned results: the Government of Serbia Commission for Damage Assessment, the SEIO, the line ministries (the Ministry of Construction, Transport and Infrastructure, the Ministry of State Administration and Local Self Government, the Ministry of Education, Science and Technology Development, the Ministry of Health); organisations implementing the same scope of activities in different municipalities affected by the floods: ASB, DRC, HELP and Housing Centre; local self-governments, the Serbian Chamber of Engineers and other UN agencies dealing with specific parts of intervention.

Duties and Responsibilities

2. Purpose and Scope of Assignment

Under the direct supervision of the Project Manager, and support of the Project Engineers, the On-call Junior Electrical Engineer will undertake the following tasks/duties:

- Provide technical support for all electrical engineering issues
- Support the improvement of the living conditions in temporary shelters in Obrenovac, including assessment and supervision of the reparation works
- Conduct detailed needs assessment of kindergartens, schools and medical centres in the affected municipalities and support in their reparation or reconstruction
- Ensure that appropriate aspects of good governance are integrated into the reconstruction projects
- Assist in planning, monitoring and evaluation of sub-projects in close cooperation with the municipal bodies, including technical monitoring to ensure compliance with the technical documentation and timely completion
- Hold regular reporting meetings with the Project Engineers, mayors, technical supervisors and other stakeholders

Specific Activities

- Provide recommendations for the scope and quality level of works necessary for restoring of regular working conditions in public buildings specified by the Project Manager
- Review existing project documentation and propose amendments, if needed
- Formulate and /or check and revise all technical sub-project documents/designs
- Develop Bills of Quantities and budget estimates for required works based on examination on site and existing project documentation, if available
- Develop technical conditions and terms of reference for execution of specific works
- Monitor the execution of works and assuring that all works are executed and material and equipment is installed in accordance with applicable technical standards and relevant laws, regulations and legal requirements and conditions

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 Electrical Engineering
- Bachelor's degree with 2 years of additional experience may be accepted in lieu of the Masters.

Required Licences

- Valid graduate engineer's licences for responsible designer: 350, 351, 352, 353 or 381; and/or
- Valid graduate engineer's licences for responsible contractor: 450, 451 and 453

b. **Work Experience**

- Minimum two years of relevant professional electrical engineering experience at site
- Experience in assessment, preparation of specifications for electrical installation material and other documentation for tendering in the process of public institution reconstruction
- Work experience preferably with the EU or the UN, or another international organization

c. **Key Competencies**

- Serbian as native language, basic English language skills an asset
- 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

Additional Considerations

Qualified candidates may submit their application, including a letter of interest, complete Curriculum Vitae, updated United Nations Personal History Form (P.11) and copy of licences in possession to UNOPS via UNOPS Global Personnel Recruitment System at following link:

<https://gprs.unops.org/pages/viewvacancy/VADetails.aspx?id=6141>

Please note that this is a local post and is open to all nationals of the country of the duty station and to individuals who have a valid work permit.

Additional Considerations

- 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.

For more information on UNOPS, please visit the UNOPS website at www.unops.org