



Islamic Republic of Afghanistan
Ministry of Rural Rehabilitation and Development
Citizen Charter Afghanistan Program
برنامه ملی میثاق شهروندی



Vacancy Announcement (Re-announcement)

Introduction

The Citizens Charter is a National Priority Program (NPP) of the National Unity Government (NUG) that was officially launched on September 25, 2016.

The Citizens Charter is an inter-ministerial, multi-Sectorial NPP, where Ministries have collaborated to provide basic services to rural communities. The key service delivery ministries involved are: Ministry of Rural Rehabilitation and Development (MRRD), Ministry of Education (MoE), Ministry of Public Health (MoPH) and Ministry of Agriculture, Irrigation and Livestock (MAIL), with oversight by Ministry of Finance (MoF). MRRD has a key role and will be responsible for infrastructural development and strengthening CDCs and Cluster CDCs. The Community Development Councils (CDCs) will be linked to sub-national government to improve communication and coordination from the community to the district, provincial and national levels - increasing Government visibility and accountability. The Citizens' Charter is an important foundation for the Government's reform agenda, contributing to a number of priority areas including: Ensuring Citizens' Development Rights; Building Better Governance; Reforming Development Planning & Management and Developing Partnerships.

The Citizens Charter intends to improve service delivery by ensuring minimum service standards, provide greater responsiveness by the Government to the people and increase the level of public satisfaction with services. The Charter commits to deliver the following core services across the country over a 10-year period:

- Basic health services
- Basic education access
- Safe drinking water and sanitation
- Improved farming technologies and the delivery of extension services
- Rural connectivity with tertiary roads
- Rural renewable energy



Islamic Republic of Afghanistan
Ministry of Rural Rehabilitation and Development
Citizen Charter Afghanistan Program
برنامه ملی میثاق شهروندی



Title:	Provincial Engineer (Re-announcement)
Vacancy Announcement No:	328/HRMD/CCNPP/EQRA/MRRD
No. of Post:	9
Sex:	Male/Female
Duty Station:	Badghis, Kandahar, Urozgan, Paktika, Kabul, Kunduz, Balkh, Faryab, Zabul
Duration:	One Year (Extendable)
Salary:	As per NTA Salary Scale
Announcing Date:	20 November 2019
Closing Date:	1 December 2019

Program Background and Objectives:

The Citizens' Charter National Priority Program (CCNPP) is a ten-year, three phased Program of the Government of Afghanistan that aims to improve the delivery of core infrastructure, emergency support and social services through strengthened Community Development Councils (CDC)s. The first phase, which will be implemented from 2017 to 2021, will cover over 14,000 rural communities spread across 124 districts in all 34 provinces with a core set of Minimum Service Standards (MSS).

EQRA aims to increase equitable access to primary and secondary education, particularly for girls, in selected lagging provinces, and to improve learning conditions in Afghanistan.' The project introduces a shift from monitoring only enrolment of students (which also include permanently absent students) to focusing on bringing children into school and their attendance. EQRA will: (a) focus on the 17 most lagging provinces¹ in terms of girls' attendance in schools; (b) direct the system toward tracking and rewarding retention of students, especially girls, by tracking attendance of students as opposed to enrolment (the difference between actual attendance and enrolment is estimated between 30 percent and 35 percent); and (c) focus on strengthening the governance of general education to improve the service delivery transparently and strengthen accountability, an area which was not supported systematically under the previous operations.

CCAP Provincial Offices:

The provincial engineer will be part of engineering team of CCAP/EQRA, assigned in the framework of PMU; he will be responsible for the following main duties and responsibilities but not limited:



Islamic Republic of Afghanistan
Ministry of Rural Rehabilitation and Development
Citizen Charter Afghanistan Program
برنامه ملی میثاق شهروندی



Main Duties and Responsibilities:

- Read, understand and apply the CCAP and EQRA Operational, Technical Manuals and FAQs.
- Provide technical support to District Engineer in the different stages of School's Building (Site selection, Environmental Screening Impact, ESMP developing, technical survey, design, estimation, Bill of Quantities, technical proposals preparation, project implementation supervision, projects status report preparation, etc.)
- Close coordination with district and Main PMU engineers during School subprojects site selection and technical survey.
- Conduct of detail and precise technical survey of school building at medium scale level as per full consideration of Operation Manual (OM) and Technical Manual (TM) of EQRA and ESMF.
- Strictly consideration of sustainability of subproject and economical consideration during conducting of technical survey.
- Providing detail and precise drawings of conducted technical survey.
- Providing detail designed drawings, estimation, materials and labours cost, BoQ, required construction material list, subproject implementation work plan and technical specifications for materials and construction activities.
- Have full attention during preparation of subproject technical proposal with a high quality and technical requirement.
- Provide and establish of technical proposals along with all related ESS Forms, technical forms and checklist.
- Explain prepared subproject technical proposals to district engineers (If need).
- Providing of realistic monitoring plan for technical monitoring of ongoing subprojects of schools' buildings
- Support and guide of district engineers in the different stages of school's subprojects like use of ESMP, technical survey, design, proposal preparation, implementation and handover.
- Review and check of technical proposals of schools which are submitted by district engineers.
- Strictly control of quality of prepared subproject technical proposal of school.
- Strictly control of materials cost and unit cost of construction activities during proposal review and checking.
- Solve the existing small problems of submitted technical proposals.
- Close coordination and cooperation with district engineers during subprojects proposals preparation, review, checking and approval.
- Close coordination with district engineers and Main PMU engineers for doing of vital and fundamental activities of school's subprojects like, foundation works, formwork, steel reinforcement work, concrete placement and pouring and formwork/shuttering removal.
- Fill and certify of related works certificate at the filed during doing of main and fundamental activities of school's subprojects and submitted to related district office and to line supervisor or PMU manager.



Islamic Republic of Afghanistan
Ministry of Rural Rehabilitation and Development
Citizen Charter Afghanistan Program
برنامه ملی میثاق شهروندی



- Giving required information and technical on the job training to district engineers regarding ESMF, Developing ESMP, technical survey, design, implementation, quality control, and on time school project implementation.
- Providing environmental/social inputs to monitoring, evaluation, and reporting activities based on EQRA Environmental Social Safeguards Management Framework (ESMF)
- Rechecking of “As Built Drawings” and final estimation of school’s subprojects at the field level during approval of final status report or SFSR.
- Solution of technical problems at field level as per requesting of district engineers as soon as limited time or sharing with Main PMU engineers for further action.
- Identify of suspended schools’ subprojects with close coordination of district engineers and finds the best solution way as soon as limited time.
- Strictly follow up and consideration of all contents and guide lines of Technical Manual.
- Close coordination with district engineers to ensure that they follow and apply CCAP/EQRA procurement guidelines stated in the Operational Manual.
- Monitoring by technical check list (TIMC) and provide details monitoring reports and submitted to related supervisor/manger.
- Identify and coordinate of large scale subprojects for survey and design with Main PMU engineers.
- Submitting of large scale subprojects technical proposals to Main PMU Engineering Team for approval and further process.
- Providing required information to Main PMU, HQ engineering department and ESS Unit (if need).
- Regularly follow up of subprojects data entry in MIS database and make sure that related data is accurate and entered correctly in database.
- Providing on time and complete feedback on the TPM findings as per the approved deviation format.
- Providing of technical reports to HQ Engineering Division.
- Sharing and coordinating the TPM monthly findings with the relevant stakeholder to take corrective actions.
- Fulfil job in other districts and provinces as temporary or as transfer based on need.
- Promote use of procurement forms particularly when construction contracts are employed.
- Follow up the Project Cost Data Base (PCDB) every three months and submitted to regional offices and use it to prepare sub project proposals and budget.
- Regular meeting with district engineers and social/community Organisers and regional engineers regarding to subprojects issues.
- Request technical support (if need) from Regional and HQ engineering department and ESS unit.
- Suggest necessary training from Regional office and HQ engineering department.
- Any other tasks and responsibilities which are assigned by related supervisor/managers, senior management and HQ Engineering Division.



Islamic Republic of Afghanistan
Ministry of Rural Rehabilitation and Development
Citizen Charter Afghanistan Program
برنامه ملی میثاق شهروندی



Qualifications and Requirement:

- **Note: Any/all education documents without attestation of the ministry of higher education will not be considered.**
- Bachelor degree in Civil Engineering, Especially in Building Sector
- Minimum 4 years' experience in survey, design and implementation/supervision at building or other infrastructure projects.
- Good and practical experience with using of required technical survey tools like Theodolite, Level, Abney Level, Pipe Level, etc.
- Have knowledge and ability to give training to district engineers of technical survey tools like Theodolite, Level Machine, Abney Level, Pipe Level, etc.
- Have ability to survey and design of medium and large-scale subprojects.
- Good knowledge and skill in Auto Cad and practical using of it (it is necessary).
- Good knowledge and skill in MS Office especially project design, estimation and BoQ preparation in excel program (it is necessary).
- Good and practical experience with related engineering software's (Revit, SAP, ETABS, Civil 3D, Water Cad, etc).
- Be proactive in the identification and solution of technical and procedural problems in the field.
- Have knowledge and ability to strictly consider all contents of Technical Manual and also Operational Manual during subproject survey, design, and implementation and also handover.
- Have ability to conduct on the job trainings to district engineers in survey, design and implementation.
- Ability in the preparation of a good technical report from subprojects monitoring.
- Have ability to manage and fulfil all related duties and responsibilities in a good manner.
- Have ability to work under pressure.
- Able and willing to work in all related districts if need.
- Punctual and on time.
- Able to speak Pashto, Dari and English.

How to Apply:

Please send your up-to-date CV with covering letter telling us why you are applying and how you met the required competencies before closing date, Interested Afghan Nationals should submit their applications in writing (clearly indicating on the subject line the title of the position and Vacancy Announcement Number E.g. **Provincial Engineer**

328/HRMD/CCNPP/EQRA/MRRD to: vacancies@ccnpp.org

Important Note: any/all application without the mentioned subject line will not be consider,



Islamic Republic of Afghanistan
Ministry of Rural Rehabilitation and Development
Citizen Charter Afghanistan Program
برنامه ملی میثاق شهروندی



The MRRD/CCNPP/EQRA strongly encourages woman candidates to apply. It applies a pro-active and positive discrimination policy towards woman candidates as follows:

- Women candidates with slightly lower than the stated required educational qualifications will also be considered.
- If offered this position, the woman position holder will be allowed an adult male or female relative as a Mahram for official travel, if/when required.
- The MRRD and its CCNPP/EQRA will promote a women-friendly environment with clear anti-harassment policies enforced.

The Human Resources Management and Development Division
Tashkilat Street, District 6th, Darul Aman
Citizens Charter National Priority Program
Ministry of Rural and Rehabilitation and Development
Kabul, Afghanistan