

Solicitation No. SOL-306-14-000107/OEGI Senior Program Engineer (Energy) (USPSC)

SOLICITATION NUMBER:		SOL-306-14-0000107-OEGI
1.	ISSUING DATE:	September 10, 2014
2.	CLOSING DATE:	October 21, 2014
3.	POSITION TITLE:	Senior Program Engineer (Energy)
4.	NUMBER OF POSITIONS:	Single
5.	MARKET VALUE:	GS-14 (\$85,544 - \$111,203)
6.	ORGANIZATIONAL LOCATION OF POSITION:	USAID/ Afghanistan
7.	DIRECT SUPERVISOR:	Division Chief, Energy and Water Division
8.	SUPERVISORY CONTROL:	Minimal. Incumbent is expected to act independently with little direction.
9.	PERIOD OF PERFORMANCE:	13 months with an option for renewal.
10.	SECURITY ACCESS:	USG Secret Security Clearance required.
11.	AREA OF CONSIDERATION:	U.S. citizens only.

POSITION DESCRIPTION: SENIOR PROGRAM ENGINEER (ENERGY)

Background

Afghanistan has one of the lowest rates in the world for access to electricity. Expanding the power supply to Afghans and improving the national energy supply are among the highest priorities of the Government of the Islamic Republic of Afghanistan (GIROA) and the United States Government (USG).

USAID/Afghanistan has several ongoing energy projects, including the Power Transmission Expansion and Connectivity (PTEC) Project and the Kandahar – Helmand Power Project (KHPP), that directly support these priorities by providing infrastructure that will expand low-cost grid power to isolated population centers either without power or relying on high-cost diesel generators, which provide only a fraction of the power demands. Providing reliable, affordable grid-based power to major population centers most importantly catalysis economic growth and creates jobs. PTEC also provides improvements to the North East Power System (NEPS) that will help to stabilize the system and reduce power interruptions, and increase the capacity of transmission lines delivering imported power from Central Asia to Kabul, the largest population center in Afghanistan and the capital city.

USAID/Afghanistan energy programs also include significant funding for capacity building of Da Afghanistan Breshna Shirkat (DABS), the national electric utility, to ensure sustainability of the national energy system. The Mission’s energy projects are a shared key infrastructure priority of the USG and GIROA.

A. Specific Duties and Responsibilities

The Senior Program Engineer (Energy) will be based in USAID’s Office of Economic Growth and Infrastructure (OEGI). The incumbent will serve as the Project Lead for one or more of OEGI’s energy projects, and have the following specific duties and responsibilities:

- Provide technical direction to the implementation of OEGI energy projects, including formal evaluation of contractor performance, procurement of goods and services, project coordination and scheduling, and compliance with USG and USAID regulations like the Federal Acquisition Regulations (FAR) and Agency environmental regulations (i.e. 22 CFR 216).
- Directly supervise other PSC and Foreign Service National Afghan staff under OEGI energy projects for construction, DABS commercialization, and capacity-building, as well as capacity-building of the Ministry of Energy and Water. The incumbent will not directly supervise U.S. Direct Hire Foreign Service Officers, but will provide budgetary and technical program guidance.
- Provide financial oversight for off-budget funding (contractors), including but not limited to review of payment vouchers, response to audits and assessment of claims. Additionally, facilitate and help provide oversight to on-budget funding (government to government) for over \$700 million including but not limited to establishing conditions precedents, drafting implementation letters and monitoring implementation of funds by GIROA.

- Represent USAID and USG to GIRoA officials, other donors, implementing partners and other USG leadership effectively articulating the interests and policy of USAID and USG.
- Develop and strengthen working relationships with multiple key stakeholders, including senior GIRoA officials, other USG entities such as U.S. Army Corp of Engineers/Department of Defense (USACE/DOD), and other donor agencies, including the World Bank and the Asian Development Bank. Lead planning and implementation meetings on complex project coordination.
- Advise contractors in the development of detailed engineering designs, plans and cost estimates for energy programs and activities. Review, evaluate, and make professional recommendations concerning the engineering feasibility of plans developed. Analyze and evaluate designs, drawings, specifications, schedules and equipment requirements.
- Brief OEGI, the Front Office, Ambassador, DOD leadership and/or USAID/Washington on a regular and as-needed basis concerning progress and problems encountered in the program.
- Participate in master planning processes regarding setting of infrastructure activities, taking into account population distribution patterns, geographic/geologic features, security and cultural concerns, and the location of other USAID reconstruction activities.
- Assist in the development, scheduling, and execution of field site, quality assurance inspections by completing documentation of deficiencies noted and by completing and submitting reports to higher officials regarding the status of contracted work and in accordance with established designs, engineering practices, workmanship, and safety and environmental protection requirements.
- Gather and review contract documents, project costs and fee estimates, and daily project status reports for contracted work, process automated program progress and status reports, obtain and validate original and contractor submitted bills-of-materials, and maintain and validate a current list of contracted work projects detailing their status and cumulative costs with regard to the status of bills of materials purchased and expended.
- Track and compile all project reporting and documentation requirements to include the receipt and filing of project designs, as-built drawings, test data, engineering field and analysis reports, all design and contractor bills-of-materials, and all project close out and facility acceptance documentation.
- Anticipate project requirements, monitor implementation, take actions to keep the project on track, manage the flow of information, making timely recommendations, coordinate implementation, and synchronize and maintain the continuity of operations within the incumbent's assigned areas of responsibility.
- Continuously monitor project operations as well as the actions of outside forces that could potentially disrupt or desynchronize project efforts. This includes working to identify unforeseen obstacles and problems, implementing measures to reduce their effects whenever possible, and reporting problems and recommendations.
- Continuously conduct risk management to identify hazards affecting plans and operations, and recommend control measures.

- Effectively manage time and resources within assigned areas of responsibility, to include the synchronization of project activities with those of other electricity transmission projects being undertaken by USACE and ADB.

B. EVALUATION CRITERIA/SELECTION CRITERIA:

Candidates will be evaluated and ranked based on the following selection criteria:

Education: A bachelors degree in civil or electrical engineering is required, along with a strong background in and understanding of international development issues, particularly as they relate to infrastructure and policy development and capacity-building in developing countries. A professional engineering license (PE) is required.

Work Experience: Minimum of fifteen (15) years of demonstrated technical and managerial leadership experience in engineering, construction or infrastructure development through work on large-scale infrastructure projects is required. Out of the total years of experience incumbent must have at least ten (10) of the years working on infrastructure projects and a minimum of five (5) years of experience working directly with developing countries governments on large-scale infrastructure projects is required. Expertise in the design and management of technically relevant activities and demonstrated mastery of a range of infrastructure development and planning skill-sets is required.

Communications: Level IV (Fluent) Speaking/reading of English language is required.

Knowledge: Demonstrated experience in the design, construction, quality control and management of infrastructure projects. Demonstrated ability to effectively and efficiently manage/supervise resources, e.g. staff equipment, budget, etc. in-depth knowledge of USAID policies and procedures, e.g. Project Appraisal Documents, action memos, contract amendments, etc., as well as relevant procurement requirements.

Prior experience and demonstrated ability to interact effectively with a variety of people with different backgrounds and interests including senior officials of host government, international organizations, contractors, and local nationals. Ability to work collaboratively with senior host country officials and representatives of international organizations, donors, NGOs, and other US Government officials.

Skills and Abilities: Due to the complex policy, legal, political, and security environment, a broad combination of technical, analytical, and managerial abilities are required, combined with excellent interpersonal, communications, and writing skills. The Mission seeks a strategic thinker with proven infrastructure development experience, including implementation of new strategies, approaches, programs and projects, activity design and on-going program management, as well as strong managerial, administrative, and supervision skills. The incumbent must also demonstrate mastery of a range of technical skill sets, including but not limited to experience in at least one of the following areas: infrastructure design or engineering; construction management; electric utility management/administration; and quality and performance improvement for public infrastructure services.

Candidates meeting the above required qualifications for the position will be evaluated based on information presented in the application and reference checks. USAID reserves the right to conduct interviews with the top ranked short-listed applicants. The interview will be one of the determining factors in the final selection.

A. TERM OF PERFORMANCE

The term of the contract will be for thirteen months. Within four weeks after written notice from the Contracting Officer that all clearances have been received or, unless another date is specified by the Contracting Officer in writing, the incumbent shall proceed to Washington, DC for two weeks of mandatory training (FACT and FAM) before proceeding to Kabul to perform the above services which may be extended upon mutual agreement and subject to satisfactory performance and availability of funds. This position has been classified at a U.S. Government GS-14. The actual salary of the successful candidate will be negotiated depending on qualifications and previous salary history.

In addition, the Mission has a 35% Post Differential allowance and 35% Danger Pay. During this period you will be entitled to two Rest and Recuperation trips (R&R) and up to three Regional Rest Breaks or three R&Rs and no RRBs.

You will be entitled to 20 days Administrative Leave plus two days of travel time for each break. In excess of the Administrative Leave, you will have to use your Annual Leave or Compensatory time for the breaks.

Physical Demands and Work Environment: Most Mission employees work a six day work week with Fridays off. The average work week is about 57 hours, with all hours over 40 as over time or comp time. Work in the office is mostly sedentary but travel to program-activity implementation sites outside of Kabul requires U.S. Government Regional Security Officer (RSO) approval, travel in fully armored vehicles and close coordination with the U.S. Embassy and U.S. Consulate security officers, DoD, and ISAF as relevant.

B. GENERAL INFORMATION REGARDING LIVING AND WORKING CONDITIONS IN AFGHANISTAN

Life in Kabul, the capital of Afghanistan, has somewhat improved since the establishment of the government, and great strides have been made to regularize the availability of services, utilities, and supplies of common consumer items. Living conditions, however, are still difficult but this is an historical opportunity to work closely with a dedicated team to assist the Afghans to bring about peace and stability to their war-torn country. Afghanistan is an unaccompanied post. All staff will be housed on the heavily guarded and fortified Embassy compound.

C. MEDICAL AND SECURITY CLEARANCE:

The selected applicants must be able to obtain USG Secret Security Clearance by the Security Office, and a Department of State Class I Medical Clearance.

D. BENEFITS AND ALLOWANCES:

As a matter of policy, and as appropriate, a PSC is normally authorized to the benefits and allowances listed in this section.

A. BENEFITS:

1. FICA Contribution
2. Contribution toward Health & life insurance
3. Pay Comparability Adjustment
4. Eligibility for Worker's Compensation
5. Annual & Sick Leave
6. Access to Embassy medical facilities, commissary and pouch mail service as per post policy

B. ALLOWANCES (If Applicable)*:

1. Temporary Lodging Allowance (Section 120)
2. Living Quarters Allowance (Section 130)
3. Post Allowance (Section 220)
4. Supplemental Post Allowance (Section 230)
5. Post Differential (Chapter 500)
6. Payments during Evacuation/Authorized Departure (Section 600) and
7. Danger Pay (Section 650)
8. Education Allowance (Section 270)
9. Separate Maintenance Allowance (Section 260)
10. Education Travel (Section 280)

* Standardized Regulations (Government Civilians Foreign Areas).

C. FEDERAL TAXES:

USPSCs are not exempt from payment of Federal Income taxes under the foreign earned income exclusion.

C. CONTRACT INFORMATION BULLETINS (CIBs/AAPDs) PERTAINING TO PSCs

AAPDs and CIBs contain changes to USAID policy and General Provisions in USAD regulations and contract.

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| AAPD 06-11 | Home Leave and Revised General Provision 5, Leave and Holidays |
| AAPD 06-10 | PSC Medical expense payment responsibility |
| AAPD 06-07 | AIDAR, Appendix D: Contract budget, salary determination and salary increase |
| AAPD 06-01 | Medical evacuation insurance |
| AAPD 05-02 | Clarification of Policy for Personal Services Contracts with Anticipated Contract Performance Periods Exceeding Five (5) Years |

CIB 01-10	Revision of medical clearance process – PSC with U.S. Citizens
CIB 01-07	Clarification of the extension/renewal policy regarding PSCs
CIB 01-05	Clarification of the Rest and Recuperation (R&R) Policy Regarding Third Country Nationals
CIB 00-08	Revision of Competitive Process – PSCs with U.S. Citizens
CIB 00-03	FICA & Medicare Tax Rates for Personal Services Contracts
CIB 98-23	Guidance regarding Classified Contract Security and Contractor Personnel Security Requirements
CIB 99-22	PSC Policy
CIB 98-16	Annual Salary Increase for USPSCs
CIB 98-14	Change in Required Application Form for USPSCs
CIB 98-11	Determining a Market Value for Personal Services Contractors Hired under Appendix D.
CIB 97-17	PSC's with U.S. Citizens or U.S. resident aliens
CIB 97-16	Class Justification for use of Other Than Full and Open Competition for Personal Services Contracts with U.S. Citizens Contracted with Locally, with CCNs and TCNs Subject to the Local Compensation Plan, and for Overseas Contracts of \$250,000 or less
CIB 96-23	Unauthorized Provision in Personal Services Contracts
CIB 94-09	Sunday Pay for U.S. Personal Services Contractors
CIB 93-17	Financial Disclosure requirements under a Personal Services Contract
CIB 89-29	Use of Government Bill of Lading for Transportation of Personal Service Contractor (PSC) Household Effects, Unaccompanied Baggage and Privately Owned Vehicles

Various Contract Information Bulletins (CIBs) and Acquisition and Assistance Policy Directives (AAPDs) pertain to Personal Services Contracts can be found at:

<http://www.usaid.gov/work-usaid/aapds-cibs>

Additionally, AIDAR Appendixes D or J also applies to PSCs can be found at:

<http://www.usaid.gov/policy/ads/300/aidar.pdf>

E. REQUIRED FORM AND DOCUMENTS FOR INITIAL CONSIDERATION:

Interested applicants must submit the following documents or their applications may not be considered for this position:

1. U.S government OF-0612 form which is available at the following websites:
<http://www.ussc.gov/Employment/of0612.pdf>
2. At current curriculum vitae (CV) or resume;
3. A minimum of three (3) references, who are not family members or relatives, with working telephone and email contacts. The applicant's references must be able to provide substantive information about his/her past performance and abilities. USAID/Afghanistan will only contact references for the finalist, and will only do so with the permission of the applicant.

4. A written statement that addresses the Evaluation/Selection Criteria in this solicitation.

The CV/resume must contain sufficient relevant information to evaluate the application in accordance with the stated evaluation criteria. Broad general statements that are vague or lacking specificity will not be considered as effectively addressing particular selection criteria.

APPLYING

All applications must be submitted electronically by e-mail with the subject line Senior Program Engineer (Energy) (USPSC) OEGI-14-000107” to AfUSAIDJobs@state.gov

Attention: USAID/Afghanistan
Human Resources Office

Applicants may submit an application against this solicitation at any time but prior to October 21, 2014 unless revised. The highest ranking applications may be selected for an interview.

Please note that only short listed candidates will be notified.

Point of Contact:

Any questions about this solicitation may be directed to: KabulAIDHR@state.gov.

Note: No in-person appointments or telephone calls will be entertained, unless you are required to have more information about this solicitation.

Place of Performance

USAID/Afghanistan
U.S. Embassy
Great Massoud Road
Kabul, Afghanistan