



Solicitation is open to: Afghan Nationals Only
Position Title: Engineer
Type of vacancy: Single
Opening date: November 23, 2014
Closing date: December 04, 2014
Vacancy announcement #: USAID/306/15/07/OEGI
Work hours: 40 hours (Full time)
Position Grade: FSN-11

The United States Agency for International Development (USAID) in Afghanistan is inviting applications from Afghan Nationals for the position of **Engineer** in the Office of Economic Growth and Infrastructure (OEGI).

BASIC FUNCTION OF THE POSITION:

The incumbent serves as a Senior Foreign Service National (FSN) Engineer for the Road Sector in USAID/Afghanistan's Office of Economic Growth and Infrastructure (OEGI). In this capacity the incumbent has specific engineering and project management responsibility. Working under the policy guidance of the Deputy Director of OEGI and the Deputy Manager of the roads program, the incumbent serves as a senior engineer for one or more key categories of activities under OEGI's large budgeted portfolio of programs and projects that range from small scale, secondary and urban roads to large scale provincial roads and highway projects. The incumbent supervises and provides day-to-day guidance and direction to up to six (6) USAID/Afghanistan and contractor staff. In addition, the incumbent establishes and maintains cordial and effective contacts and relationships with senior Afghan government officials, representatives of the World Bank, Asian Development Bank and other donor organizations, and representatives of the private sector and other USAID implementers.

As an FSN Engineer, the incumbent:

- Serves as senior Engineer and Contracting Officer Representative (COR) designee for major road and/or highway infrastructure projects.
- Gathers information, provides guidance in the preparation of bid documents, and evaluates bids for major engineering projects in the road sector.
- Manages ongoing road and highway projects in Afghanistan, ranging from reviewing plans to providing oversight of sub-contractors during construction. The incumbent will also identify problem areas, make recommendations for solutions and implement the approved corrective action.
- Inspects each project upon notification of completion and makes necessary punch lists for any corrective measures which may need to be completed before the project is accepted. The incumbent certifies project completion when the project meets completion criteria.
- Under the guidance of the OEGI Deputy Director and Deputy Manager of roads, the incumbent drives projects from inception to completion and is responsible for all facets of the project, including feasibility, pre-engineering, design, and construction.

- Provides support to the Mission and US Embassy in the tracking of implementation and the identification and resolution of constantly changing variety of problems and institutional issues that impact implementation efforts, both negatively and positively.
- Prepares a variety of engineering, construction, and planning reports..
- Serves as an essential OEGI point of contact at high political and operational levels of the Afghan government, financial institutions, business associations and NGO communities.
- Plays an active role in the development, implementation and evaluation of the Mission's growing and evolving infrastructure program.
- Interacts with numerous offices within USAID/Afghanistan, as well as other US governmental agencies, such as the US Army Corps of Engineers.

This is a senior level professional engineering position that requires hands-on technical proficiency and well-developed interpersonal and managerial skills. Sound judgment and the ability to develop credible relationships within USAID/Afghanistan and with Afghan government counterparts is crucial.

The incumbent must work with only general Agency policy guidance and exercise a high and constant degree of personal initiative. The individual must be able to set and meet deadlines in a complex organizational structure.

MAJOR DUTIES AND RESPONSIBILITIES

A. Project Engineering and Management

Incumbent manages major infrastructure projects which includes detailed information gathering, project design, and implementation. The position requires initiative and the exercise of independent judgment in activity planning and the identification of problem and required follow up actions on the project. The incumbent interacts with engineers and project managers of several contractors, advisors, and identified host country counterparts. The incumbent also coordinates with project implementing offices to translate recommendations into effective action plans. Specific responsibilities include:

- Supervision of contractor staff and coordination of assigned infrastructure activities and projects. Coordinates with contracting and contracted engineering personnel to drive projects to completion.
- In association with the host country counterparts, reviews proposals submitted for assistance to determine their suitability for project financing.
- As the designated representative for USAID, participates in meetings of the committees constituted for review and appraisal and provides technical inputs for the committee on various issues concerned with the project.
- Prepares detailed scopes of work for the technical assistance and training services for project components and explores various options for procurement of such services. Holds detailed discussions with host country institutions on procurement and takes necessary action for procurement of the services and commodities.
- Provides technical and financial reviews of project performance in terms of achieving physical and financial targets, projections and attainment of the project goal and purpose. Directs and performs analysis of project related problems (both financial and technical) and recommends appropriate remedial measures. Incumbent further manages the schedules of projects as a representative of USAID/Afghanistan.
- Drafts necessary documentation and leads reviews related to project amendments, project contracting, USAID/Washington reports, annual emissions reduction reports, and outreach and communication.
- Reviews contracts/agreements in consultation with the Office of Acquisition and Assistance (OAA) and provides guidance to and oversight of contractor actions concerning project procurement and the use of project funded assets.
- Provides assistance to host country individuals for undertaking project sponsored travel.

B. Program Strategy Representation

In this category, the incumbent:

- Maintains an up-to-date understanding of Afghan Government priorities and objectives in the area of road infrastructure investments and infrastructure utilization and maintenance. The incumbent collects and analyzes data to determine those areas in which USAID assistance would have the greatest impact and reconciles conflicting U.S. and Afghan Government objectives and cultural propensities.
- Performs all functions related to new project design/development in order to orient project focus in priority areas and areas of emerging needs and ensures that the USAID road infrastructure related strategy is coordinated with that of other U.S. government agencies.
- Conducts technical analysis, develops cost estimates, develops design criteria, institutional capacity assessments, equipment requirement projections and training needs assessment.
- Develops and supports the dissemination and discussion of information concerning the Mission's road infrastructure program through participations in seminars, workshops and conferences.
- Works directly with the Afghan Government in order to develop capacity building opportunities with the Afghan work force and USAID/Afghanistan. This type of work ranges from lab technicians to senior level engineers, including but not limited to: organizing training courses, creating a mentor program, training quality control measures.

C. Project and Program Monitoring/Evaluation

Incumbent reviews project reports, visit sites, and engages in written and oral communications with project participants and contractors; prepares scopes of work and evaluation documentations for projects and evaluation teams. The incumbent interacts and provides necessary assistance to visiting consultants, key Afghan ministries, counterparts, and project implementation partners. The incumbent will also prepare annual performance reports which summarize the achievements and results of activities and their impact in achieving Mission objectives.

D. Administrative Duties (Approvals)

Incumbent is responsible for administrative approval of the reimbursement claims submitted by program implementers. The incumbent's technical review assesses the validity of the claims and provides the basis for Mission approval or disapproval of the payments. The incumbent also prepares, receives and approves a variety of implementation documents such as Project Amendatory Agreements, Project Implementation Letters, and Scopes of Work, and participates in the development of requests for proposals and applications and the evaluation of proposals and applications received.

QUALIFICATIONS/EVALUATION CRITERIA:

Education: Incumbent must possess a Bachelor's Degree in civil engineering, preferably in road and highway engineering. A Master's Degree in engineering, economics, or business administration or related fields is an advantage.

Prior Work Experience: A minimum of 7 years of progressively responsible work experience related to infrastructure project development, design and construction and program management is required. Incumbent should be able to analyze a broad range of engineering requirements and issues including their social, economic, and environmental impacts. Strong project development and implementation management skills are necessary. Substantial professional experience preferably in the areas of road and highways is needed.

Language Proficiency: The incumbent must possess Level IV (Fluent) speaking/reading of the English language and Level IV (Fluent) speaking/reading of Dari and/or Pashtu language is required.

Knowledge, Skills and Abilities: Required knowledge includes: principles of engineering design, generally accepted construction and construction management practices, including quality assurance and knowledge of Afghan culture, geography and history, with in-depth knowledge of the general condition of major Afghan road and highway infrastructure projects is required. Basic knowledge of the policies and objectives of the Afghanistan Government and its general structure and management systems is required. The incumbent must be able to demonstrate leadership abilities and a clear understanding of the policy, regulatory and organizational issues that are involved in climate change and clean energy technologies. In this position, the incumbent must have the ability to organize, analyze, interpret and evaluate information regarding infrastructure facilities and services including road, highway, water and waste management, urbanization, and environmental protection and the ability to assume project management of engineering projects and manage consultants and contractors to complete that work. The incumbent must be able to communicate clearly, concisely and effectively with all levels of personnel, both within USAID and outside. The ability to prepare meaningful written reports and presentations for various purposes and ability to function as part of a team is required. The incumbent must have competency in using MS office suite and other engineering software.

HOW TO APPLY

Applicants are requested to submit a complete application package which must include all required documents to AfghanUSAIDjobs@state.gov with a **Subject line: Engineer (OEGI1507)**

ANY/ALL application submissions after the closing date of December 04, 2014 will not be considered.

REQUIRED DOCUMENTS:

- 1. Cover memo/email outlining your qualifications and experience against the selection criteria.**
- 2. Application for Employment (AE) as a Locally Employed Staff (DS-174) http://kabul.usembassy.gov/job_opportunities2.html <http://www.state.gov/documents/organization/136408.pdf> and/or**
- 3. A current resume or a curriculum vita that provides the same information found on the DS-174 form.**

(We understand that not all applicants are able to download the application from the internet. Please state this in your cover memo/email if this is the case. For candidates who are short listed, a DS 174 will be required in order to advance in the process.)

Note:

- Ø Only short-listed candidates will be notified.
- Ø This vacancy is open to Afghan Nationals.
- Ø Applications with insufficient information to make a determination will not be considered.
- Ø No in-person appointments or telephone calls will be entertained.
- Ø **Female applicants are strongly encouraged to apply.**

**USAID IS AN EQUAL OPPORTUNITY EMPLOYER
ALL ETHNIC GROUPS AND BOTH GENDERS ARE URGED TO APPLY**