

## **Vacancy Announcement**

(Announcement Number: 17-06)

USAID/Nepal invites applications for employment from all interested and qualified U.S Citizens or Third Country Nationals for the position of Reconstruction Engineer in the Disaster Risk Reduction, Reconstruction and Resilience Office (DR4) under a Personal Services Contract (PSC), subject to availability of funds.

OPEN TO: Interested and qualified U.S. Citizens and Third Country Nationals.

POSITION: Reconstruction Engineer, US/TCNPSC Resident Hire-GS-12 (\$62,722-

\$81,541 per annum). Final compensation will be negotiated within the listed market value based upon the candidate's past salary, work history

and educational background.

NUMBER OF POSITION: 1

OPENING DATE: November 17, 2017

CLOSING DATE: December 1, 2017, 5:00 P.M Kathmandu Time

PERFORMANCE PERIOD: Two (2) years, with possibility of extension for another year, subject to

continuing needs of the position and availability of funds.

WORK HOURS: Full-time; 40 hours per week

### NOTES:

- U.S. Citizen or Third Country National who at the time of hire as a PSC resides in the cooperating country.
- RESIDENT hire PSC is eligible for FICA, health insurance and life insurance in accordance with USAID policy. RESIDENT hire Contractors are not eligible for any other fringe benefits.
- As a RESIDENT hire, no moving, lodging or RELOCATION travel expenses will be extended to successful applicants.

# **BASIC FUNCTION OF THE POSITION:**

The Reconstruction Engineer will support USAID/Nepal's Disaster Risk Reduction, Reconstruction, and Resilience (DR4) Office. The incumbent will support solicitation, award, and administration of contracts for the implementation of community infrastructure reconstruction activities. The responsibilities will also include activities to support all technical and analytical assessments related to the contract solicitation and awards for reconstruction, project monitoring, reporting, project design, and representing USAID in stakeholder meetings. The incumbent may also serve as an Agreement/Contracting Officer's Representative (AOR/COR) and support project design and procurement for disaster risk management activities.

This position requires a broad combination of technical, analytical, and managerial abilities, combined with excellent interpersonal, communications, presentation, and writing skills. The incumbent will support community-based infrastructure development, including implementation of new strategies and implementation plans; approaches; programs and projects; and activity design and on-going program management. The varied duties and responsibilities of the Reconstruction Engineer also call for the ability to support technical and political aspects of public infrastructure development and community-based infrastructure policies and activities. The position will also support the USAID/Mission Engineer in

the DR4 Office in meeting agency construction requirements for small-scale infrastructure projects implemented by USAID/Nepal.

### **REQUIRED QUALIFICATIONS:**

The candidates must meet or exceed each criterion below.

1. **Education**: Bachelor's degree in a relevant field (e.g. engineering, architecture, community planning, construction management, or related) or equivalent is required. Relevant post-graduate education and training in community-based reconstruction will be considered an advantage.

#### 2. Experience:

- A. Applicants with a Bachelor's degree should have at least three (3) years of demonstrated experience in project implementation and monitoring, preferably in infrastructure design and construction, reviewing technical design documents, conducting engineering analysis and preparing technical reports. Experience in post-disaster reconstruction is highly desirable;
- B. At least one (1) year of overseas experience is required; Experience in Nepal or the South Asia region is highly desirable.
- C. Experience in managing community-based activities is preferable. Experience in the repair and/or reconstruction of rural public facilities is highly desirable.
- D. Experience working with U.S. Government, USAID or other USG agencies and/or with bilateral or multilateral development organizations is highly desirable.
- E. Experience establishing and maintaining contacts with a host country government, donor organizations, bilateral and multilateral agencies, community leaders and private-sector organizations is highly desirable.

### 3. Knowledge and Abilities:

- A. Knowledge of USG policies, rules and regulations (e.g. compliance with the Agency's environmental requirements and construction contracting) is highly desirable.
- B. Strong interpersonal skills and proven ability to work effectively in a culturally diverse context are required.
- C. Demonstrated high level oral and written communication skills in English are required.
- D. Excellent time management skills and ability to cope effectively with fast-paced activities with tight deadlines and an often-stressful work environment are essential.

# Other Requirements:

- A. Ability to start work in Kathmandu on/around December 2017.
- B. Ability to obtain a U.S Government Medical Clearance.
- C. Ability to obtain a U.S Government Facility Access Level security clearance.
- D. Ability and willingness to work and travel in remote locations, including land and foot travel over rough mountain terrain and overnight stays in field conditions with little or no amenities.

The applications will be evaluated based on the criteria above and in addition, up to three highly ranked applicants will be interviewed. The following scoring will be used to evaluate the applications:

Education: 25 points
Experience: 45 points
Knowledge and Skills: 30 points

Maximum points available: 100 points

A detailed job description for the position can be obtained by visiting USAID/Nepal website at <a href="http://www.usaid.gov/nepal/careers">http://www.usaid.gov/nepal/careers</a> or by contacting USAID/Nepal Human Resources Office.

Please send your application to the attention of USAID/Nepal Human Resources Office, US Embassy Maharajgunj, G.P.O. Box. 295, Kathmandu, Nepal. Applications may be sent electronically to: USAIDNepalHR@usaid.gov.

The application must include the following:

- 1. A brief narrative demonstrating how education, experience, and skills address the requirements listed under required qualifications.
- 2. Resume not exceeding 3 pages in length.
- 3. Application for employment form AID-302-3
- 4. Names and contact details for three references.