



*Embassy of Italy in Khartoum*



### **““Improve the health status of vulnerable populations in East Sudan” - IHSVP”**

Program funded by the European Union and implemented by the Italian Ministry of Foreign Affairs and International Cooperation

**Delegation Agreement no. FED/ 2014/ 348-667**

### **PROFESSIONAL VACANCY ANNOUNCEMENT NO. IHSVP 04/2017**

#### **PROJECT OFFICER – Civil Works Supervisor**

In accordance with the Italian Decree 165/2001 art. 7 co.6, the Italian Embassy in Sudan assisted by the Sudan - Office of the Italian Agency for Development Cooperation, intends to recruit a Project Officer in the framework of the “Improve the health status of vulnerable populations in East Sudan” - IHSVP (hereafter referred to as “the Program”), financed by the European Union and implemented by the Italian Ministry of Foreign Affairs and International Cooperation.

The contract will be for n. 3 months.

#### **PROGRAM DESCRIPTION**

The Program is meant as a component of the SHSS EU Program and to be complementary and synergic to “Promoting Qualitative Health Services in Eastern Sudan – PQHS” program, started on 2014. IHSVP main scope is: strengthening local capacities for an effective delivery of basic health services (PHC) with special focus on MCH in the target three Eastern Sudan States (Gedaref, Kassala, Red Sea), improving their quality and increasing their rate of utilization; improving, at community level, the access to safe and potable water sources, the environmental sanitation and hygiene facilities.



**Expected start of employment:** at the end of the selection process.

**Duty station:** Kassala, with expected duty travels in the areas of intervention.

**Remuneration:** Euro 7.525 month/gross

## 1. KEY FUNCTIONS

The Project Officer – Civil Works supervisor will have a support role in the technical aspects of the implementation of the Programme. He/she will report to the Programme Team Leader and he/she will be under the supervision of the Ambassador.

The Project Officer Civil Works Supervisor will provide the technical assistance required during the execution of the entire procedures for the definition and assignment of works contracts.

In particular he/she will:

- Coordinate all the activities concerning civil works in the states of Kassala, Red Sea and Gedaref. (e.g.: execution of assessments and measurements; definition/completion of all executive projects phases, Coordination with the "site supervisors"; coordination and communication with contractors and builders. Ensure the proper performance of the assigned works, according to the legislative decree law no. 50/2016.)
- Support the project manager as required in any technical meeting with contractors, beneficiaries and counterparts.
- Ensure technical support to the administration office for:
  - Organising and preparing all calls for tenders and calls for proposals in compliance with the Italian Procurement Law, as well as the Practical Guide to Contract Procedures for EU External Actions (PRAG).
  - Defining Terms of Reference-TOR of tenders and calls for proposals in collaboration with the technical experts.
  - Supporting the evaluation commission in the award process for tenders.
  - Preparing progress and final reports of the works contracts.
  - To carry out the function as "Inspector of Works" and specifically: Check the regular monthly progress of civil works, correctness of reports and progress prepared by the works management in order to facilitate the procedures of "RUP" (responsible for the procedures) competence;
- Ensure proper communications and relations with the beneficiaries of Civil Works
- notify possible contracts conditions breaches;
- identify any strain with works execution timing and suggest possible solutions;
- Preparing brief summary reports with photographic documentation about the execution of the works;
- Performing other duties requested.

## 2. REQUIREMENTS

### **Education:**

University degree (level 7 European Qualification Framework EQF) in Engineering / architecture.



The candidates can avail themselves of the equivalences for the admission to public competition, published on the web-site of the Ministry of the Education, University and Research [www.miur.it](http://www.miur.it).

**Language:**

English both written and spoken (C1 European level).

Italian, if not mother tongue, at C1 European level both written and spoken.

**Experience and competencies:**

- Minimum 3 years of relevant professional experience in the civil works sector with international organizations and/or governmental and non-governmental bodies.
- Good experience in Health Infrastructures for rural area in Developing countries.
- Good experience in sustainable and durable technologies for developing countries with innovative solutions.
- Good knowledge of Italian Cooperation and EuropeAid policies with regard to civil works.
- Proficient in using computers including AutoCAD/ ArchiCAD, Microsoft programs, spread sheets, Email (outlook) and internet.
- Being immediately available to hold the appointment .

The following **preferred requirements** will also be taken into consideration:

- Previous Experience in Actions within EU Delegation Agreement frameworks (indirect management).
- Experience in Hard To reach and limited resource settings.
- Experience in realizing PHC, MHC and RH facilities in Developing Countries.
- Experience in Health District System conceptual framework.
- Previous responsibility for tender procedures.
- Experience in works with low environmental impact solutions (green energy, water saving, wastage management etc.).
- Experience of Project Cycle Management for health projects and programmes.
- Previous experience in the Country/Region indicated in this vacancy.

**1. EVALUATION OF APPLICATIONS**

The selection will be conducted by an Evaluation Commission nominated by the Ambassador according to the following criteria:

**Education, experience, competencies and preferred requirements (Max 70 points)**

Verification of the possession of the essential and preferred requirements according to the documentation presented by the candidate, with particular reference to the academic titles obtained and the professional experience gained.

Candidates scoring at least 55 points will be included in the shortlist and will be invited for an interview.



### **Interview (Max 30 points)**

The interview will be carried out through audio/video connection (e.g. Skype), or at the premises of Embassy in Khartoum.

No reimbursement will be granted to those travelling to Khartoum for the interview.

Candidates scoring at least 79 points at the end of the process will be included in a final list of endorsed candidates valid till the end of the program.

Youngest candidates will be preferred in case of a final equal score.

### **2. HOW TO APPLY**

The submission of the application duly signed should indicate the number of the vacancy announcement. The application shall be written in English and include a Legally Binding Statement (according to art. 46 of Italian D.P.R. 28.12.2000 n. 445), indicating:

- a. Surname, name, date and place of birth.
- b. Residence.
- c. Citizenship.
- d. Only for Italian citizen, specify the name of the municipality where the applicant is registered for the electoral roll.
- e. Absence of conviction for any criminal offence or of any criminal process pending.
- f. No involvement in current legal or penal action for crimes against Public Administration.
- g. Studies certificates indicating the dates of issue and the names of Academic Institutions.
- h. Fully possession of political and civil rights.
- i. Not having being dismissed for fault from employment by a Public Administration office.

Any false declaration will incur penal sanctions according to article 76 of Italian D.P.R. 28.12.2000, n. 445.

The application shall also include:

- Motivation letter in English
- Copy of valid Passport.
- Curriculum vitae in English (Europass format).
- A declaration to be immediately available to hold the appointment

The applicant should also provide a telephone number and an email address for communications. The applicant must communicate any changes occurring after the submission of the application for this vacancy. The signed application and all attachments should be received before 12:00 (Central European time) on the 20th March 2017 at the following email address: [recruitment@coopitsudan.org](mailto:recruitment@coopitsudan.org).

We encourage applicants to submit the application well before the deadline date. The subject of the email must contain the vacancy announcement number.

### **EXCLUSION FROM SELECTION PROCEDURES**

Applications containing the following defects will not be considered:

- a) Applications made without having all requirements described in this announcement
- b) Application not signed
- c) Application received after the deadline stated in this announcement

### **RESULTS OF THE SELECTION**

The short-listed candidates will be informed of the results of the selection process.

### **PROTECTION OF PRIVACY**

The candidates will give their unambiguous consent to the use of their personal data for the purpose of this selection process (Italian D. Lgs. 196/2003).

### **PROTECTION CLAUSE**

At any stage of the selection process the Italian Embassy in Khartoum has the right at its own complete discretion to terminate the recruitment process.

05/03/2017



  
The Ambassador  
Fabrizio Lobasso