



IOM International Organization for Migration
المنظمة الدولية للهجرة

Position Title: **Mobile Team Technical Support Assistant**
Organizational Unit: **CCCM unit**
Duty Station: **Anbar - Iraq**
Type of Contract: **Sub-Contracting (Stars & Orbit)**
Grade: **Equivalent to G4**
Duration of Appointment: **Three (3) months with the possibility of extension**
Closing Date: **October 15, 2018**
Reference Code: **SVN2018/IRQ/161**

IOM is committed to a diverse and inclusive environment. Applications from qualified female candidates are especially encouraged as well as the Internal and external candidates are eligible to apply to this vacancy. For the purpose of the vacancy, internal candidates are considered as first-tier candidates.

Context:

Under the general guidance of the Project Coordinator (CCCM), the overall supervision of the CCCM Project Officer, the direct supervision of the CCCM Team Leader and in coordination with the Head of Sub-Office in Anbar, the incumbent will be responsible for the following duties:

Core Functions / Responsibilities:

1. Develop Site Risk Management Plan for minimal site maintenance procedures (SRMP);
2. Oversee basic technical capacity building to the site management team and IDP's through on job training (OJT); educate and train them on skills development when need arises;
3. Coordinate with the Mobile Response Team members the results of assessments and solutions proposed in the SRMP.
4. Develop plan for procurement of materials, draft BOQ applying highest standard of construction and following IOM Procurement and Logistics procedures;
5. Oversee, and directly monitor contractor, through quality control inspections and solve any construction related issues on site;
6. Support the CCCM Team Leader to collaborate and coordinate with government counterparts, local authority and security and other relevant actors;
7. Provide weekly quality monitoring report and feedback to the CCCM Team leader;
8. Provide lessons learnt project close report for archive;

9. Any such other duties as may be assigned.

Technical Skills

- Good communication, report writing, presentation and people's skills. Understanding and tolerant to complex social-political religious, cultural environments is necessary. Drive for results with effective resource management skills;
- Ability to work under extreme pressure in difficult conditions while maintaining security awareness;
- Flexibility and focus on processes and their improvements;
- Ability to work effectively and harmoniously with colleagues from varied cultures;
- Ability to work with minimal supervision;
- Excellent human resource management skills, interpersonal skills, cross-cultural communication and ease in managing a multi-ethnic team. Patience and understanding to work with and grow the capacity of national staff;
- Ability for rapid analysis of very complex issues, strong decision-making, and translation of programmatic learning and priorities into operational strategies;
- Experience delivering programs to tight deadlines;
- Experience with budget management and procurement planning;
- Experience with systems and concepts for monitoring and evaluating project performance;
- Good Computer and IT skills;
- Ability and willingness to work in remote and isolated location with ever changing security scenarios.

Required Qualifications and Experience

- University or college degree in civil engineering, architectural or construction management with minimum 2 year of experience in the relevant fields;
- Relevant certifications, training and project experience, specifically in camp management is an advantage;
- Competency in international building codes, SPHERE standards and practical knowledge and trainings would be an advantage;
- Operational and field experience in CCCM programme development and implementation;
- Experience in conflict/ emergency zones and in working in a high-risk environment;
- Experience in liaising with governmental authorities and local communities, as well as national and international institutions;
- Knowledge and/or field experience in the areas of camp maintenance management is any advantage;
- Excellent leadership, coordination and information management skills;
- Familiarity with the south and central region is an asset;
- Knowledge of local governance in post-conflict contexts, and of gender and inclusion strategies.

Language:

- Fluent in English, Arabic is required.

How to apply:

Interested candidates are invited to submit their applications via a link:
<http://www.iomiraq.net/vacancies/mobile-team-technical-support-assistant>

In order for an application to be considered valid, IOM only accepts online profiles duly completed. Only shortlisted candidates will be contacted.

Posting period:

From 08.10.2018 to 15.10.2018