



Organization or Agency: **International Organization for Migration (IOM)**
Position Title: **Quality Assurance/Quality Control Engineer**
Organizational Unit: **Returns and Recovery Unit**
Duty Station: **Iraq – Diyala (Baquba)**
Type of Contract: **Sub-Contracting (Stars & Orbit)**
Grade: **Equivalent to G5**
Duration of Appointment: **Four (4) months with the possibility of extension**
Closing Date: **December 17, 2018**
Reference Code: **SVN2018/IRQ/187**

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:

The Return and Recovery Unit (RRU), in coordination with the Mission's Technical Engineering Unit (TEU), will engage in the implementation of construction projects while ensuring compliance with international standard building codes (IBC and UBC). In the design of technical drawings, bills of quantity (BoQ), technical specifications and conditions of contract (CoC), supported by a team of qualified engineering professionals under the direct technical supervision of the Head of Engineering.

Under the general guidance of Chief of Mission (COM), under the overall supervision of Head of Returns and Recovery unit and Head of Liaison and Programmes in Baghdad, the Administratively supervision of Head of Sub- office Diyala and the Functionally / Technically supervision of Senior QA/QC engineer . The successful candidate will be responsible and accountable for ensuring that all QA/QC and technical engineering functions are efficiently managed and supervised in-line with IOM Iraq mission objectives. In particular, the incumbent will perform the following duties:

Core Functions / Responsibilities:

1. Assist Senior QA/QC Engineer to develop QA/QC plan, Health, and Safety plan, incorporating necessary inspection testing plan (ITP) and forms and procedures, maintain and record keeping quality records at all times on site and HQ for random audit (upon request)
2. Contribute in project planning (Site assessment), joint development of the technical construction documents (BoQs, drawings, Technical Specification, QC plan, HSE plan,) and perform QA/QC inspection during post-construction (handover QC inspection report)
3. Have good communication and teamwork with colleagues, and supervisor (s)

4. Take work-related instructions from Sr. Program QA/QC supervisor, Head of Program and Construction Manager.
5. Develop inspection calendar and perform the regular onsite inspection in coordination with field engineers and site support staffs. Report any work-related QC discrepancies for immediate on-site resolution in coordination with Sr. QA/QC program engineer
6. Maintain and share quality control inspection records with direct supervisor (s), field engineers, stakeholders and implementation partners
7. Conduct regular QA/QC and safety meetings with field staffs and stakeholders (upon request)
8. Inspection and approval of procurement of construction materials before construction and follow up **3 stage QA/QC inspection procedures (initial, during construction and post-construction stages). Refer to the QC plan.**
9. Familiar with QC inspection nonconformance report, ITP (inspection test plan), attend laboratory test inspection, develop contractor's work in place punch-list of (remedial action defect list) prior to approval of vendor/contractor payment applications
10. Develop progress reports (issues, impact and resolution) for supervisor, and stakeholders
11. Able to read and understand technical design drawings, BOQ, Technical specifications
12. Contribute in QA /QC technical training and capacity building technical staffs when necessary and upon request by the supervisor
13. Carry out contractor/vendor performance evaluation report during the life cycle of the project for IOM and stakeholders
14. Able to use QC inspection tools and equipment's for testing of materials
15. Regularly coordinate with field QC engineers, project engineers. Find outfield related issues, gaps, and bottlenecks and resolve them on site and or bring up to head of engineering unit (supervisor) to resolution when necessary
16. Attend project pre-bid meetings and conferences upon instruction/request from the procurement unit and program manager and other TRU Reprogram officers
17. Keep the record of own TDY's, attendance record and keep close administration reporting duties TRU administration office
18. Keep a record of weekly / monthly job task list and duty travel list and share with supervisor approval
19. Perform regular duty travel to challenging regions upon supervisor instruction
20. Carrying out and managing all the site inspections and overall quality control for all the construction activities through implementation processes;
21. To arrange/ensure timely inspection and approval of all materials/equipment delivered/completed installations at the site by the contractor and maintain records;
22. Ensure that QC nonconformance report, defective work punch-list are recorded for remedial action notify Sr. QA/QC project engineers for joint solution if any
23. Follow-up non-conformance activities and provide recommendations and corrective and preventive action comply with the project's specification and BOQ, and ensure the effectiveness and well documented in standard QC/QA reports;
24. Provide technical support and guidance to site staff in repairing defects and submission of materials for approval;
25. Established and Maintain Quality Records in conformance with QA/QC terms.
26. Willing to travel upon instruction to regions with challenges in nature

27. Any other duties assigned by direct supervisor

Education, experience and competencies:

- Bachelor's degree in Civil Engineering with working experience in construction field.
- Experience in working in building and infrastructure work with all phase of engineering construction relating to architectural, civil and structural work and MEP.
- Minimum 3 years of experience for QA/QC in field works dedicated to planning, design and construction management.
- Training in MS Project Planning, AutoCAD, project management tools is highly recommended.
- Experience in report writing, presentation, good communication, and people's skills. Understanding and tolerant to complex challenging 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

Language:

- Excellent command of English and working knowledge of Arabic.
- Any other language is an asset.

How to apply:

Interested candidates are invited to submit their applications via a link:

<http://www.iomiraq.net/vacancies/quality-assurancequality-control-engineer-2>

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: 03.12.2018 to 17.12.2018