

TERMS OF REFERENCE Component:

I-BUILD Component

Job Title : RCPO SENIOR RIE

OVERALL SCOPE OF WORK:

The RPCO Senior RIE would be locally contracted or fully seconded from the agency. He would ensure that the Infrastructure Development Component implementation shall be managed in accordance with the Operations and Technical Manual of the Rural Infrastructure component of the Project and will be responsible for all matters related to the implementation of this component at the RPCO level.

SPECIFIC TASKS:

1. Ensure the implementation of infrastructure subprojects in accordance to the Infrastructure Development operations manual and technical manuals from project identification, preparation, approval, financing, implementation and operation and maintenance.
2. Oversea training programs for technical staff at the LGU level.
3. Institute systems for quality assurance and quality control and oversee its implementation.
4. Conduct random field visits and audits to assess compliance of LGUs and contractors' on the social and environmental safeguards, occupational health and safety program, operation and maintenance program and contractual obligations.
5. Participates in the conduct of inspection of on-going sub-projects with end users, COA engineers, LGU engineers and other sub-project co-implementers especially during the final inspection. Ensure that project completion documents are complying with the project requirements especially on the quality control and the timely completion.
6. Coordinate the conduct of periodic project assessment and consolidation of regional reports on the infrastructure implementation status.
7. Regular consultation and coordination with the NPCO, PSO and LGU Engineers and other components in the implementation of the Program.
8. Coordinate with other line and oversight agencies and donors on matters affecting the implementation of the Infrastructure Development component at the RPCO level.
9. Review subproject FS and bid evaluation reports and endorse to PSO for issuance of objection letter (OL) or no objection letter (NOL) to LGUs.
10. Supervises the activities of subordinates in dispensing their specific tasks and functions.
11. Does other functions as the RPCO Project Director may assign.

DESCRIPTION OF RELATIONSHIP AND REPORTING OBLIGATIONS:

The consultant shall report directly to the RPCO Project Director and shall provide on a semi monthly basis (15th and 30th day of the month), a written accomplishment report.

QUALIFICATION STANDARDS:

Education:

- Licensed civil engineer or agricultural engineer

Experience:

- Minimum of Seven(7) years working experience as Rural Infrastructure Engineer and at least 5 years in foreign assisted (ODA) projects implemented by Local Government Units.

Knowledge/Skills/Abilities:

- Minimum of 48 hours training on Project Management or relevant trainings.
- Proficient in written and oral communications.

- Demonstrate capability in developing and conducting technical capacity building
- Computer literate with high proficiency in MS word, excel, power point and can operate design programs for the different infrastructure types.
- Ability to work with stakeholders on multiple levels including non-government organizations, people's organization, donors, media groups, religious groups and local government units.
- Proven organizational skills and ability to manage multiple tasks simultaneously.
- Can work independently and result oriented.
- Willing to travel extensively inter-provincial most of the time or even on a short notice

JOB LOCATION:

- Regional Project Coordination Office (RPCO), DA, Region9.

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