

TERMS OF REFERENCE

Component : I-BUILD
Job Title : Rural Infrastructure Engineer (RIE)
Status : Consultant

OVERALL SCOPE OF WORK:

The Rural Infrastructure Engineer (RIE) shall serve as coordinator for specific island cluster I-BUILD operations. The RIE's overall function covers administrative and technical support to the PSO's concerns in terms of meeting the overall island cluster targets vis-a-vis the I-BUILD component objectives.

SPECIFIC TASKS:

1. Assist the I-BUILD Unit in monitoring the island cluster operations;
2. Conduct initial checking on the completeness and consistency of documents on the submitted technical proposals and bid evaluation reports needing NPCO and World Bank Objection Letter (OL) or No Objection Letter (NOL). The documents shall be based from a checklist of requirements per sub-project type. These type of sub-projects shall include farm-to-market-roads, rural bridges, potable water systems, irrigation systems, and other rural infrastructure types;
3. Island cluster point person for the institutionalization of the operation and maintenance scheme of the Project;
4. Conduct random inspection of ongoing SPs, safeguards and fiduciary audit in aid of systems/policy enhancement in subproject implementation;
5. Assist in the maintenance of island cluster data base, consolidation of progress reports and analysis of data to hasten management decision making;
6. Assist the Unit in project facilitation during trainings; and
7. Perform other tasks as maybe assigned by the NPCO I-BUILD Chief.

DESCRIPTION OF RELATIONSHIP AND REPORTING OBLIGATIONS:

The RIE shall report directly to the NPCO I-BUILD Chief.

QUALIFICATION STANDARDS:

Education:

- The RIE should be a licensed civil engineer or agricultural engineer

Experience:

- Minimum of five (5) years working experience in performing similar and related works. At least three (3) years in foreign-assisted projects implemented by LGUs

Knowledge / Skills / Abilities:

- Attended at least 48 hours of relevant trainings
- Had been involved in the preparation of engineering technical documents (*Program of Work, Detailed Engineering Design and Estimates, Engineering Plans, etc.*).
- Proficient in written and oral communications
- Knowledgeable of the harmonized procurement guidelines of the WB and R.A. 9184
- Computer-literate with high proficiency in MS word, excel, and power point
- Ability to work with stakeholders on multiple levels including non-government organizations, people's organizations, donors, media groups, religious, and local government units
- Proven organizational skills and ability to manage multiple tasks simultaneously
- Can work independently and results-oriented
- Willing to travel extensively within the island cluster assignment most of the time or even on a short notice

JOB LOCATION:

National Project Coordination Office (NPCO), DA Central Office, Quezon City

Application letter with attached comprehensive CV and 2x2 picture, all in printed copy or email, should be sent to prdp procure@gmail.com and directed to:

ENGR. ARNEL V. DE MESA

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Philippine Rural Development Project

National Project Coordination Office

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