

POSITION DESCRIPTION

Department of Provincial Local Government Affairs

AM3702 - Rural Infrastructure Safeguard Specialist

The **Department of Provincial Local Government Affairs (DPLGA)** is a National Department of the Government of Papua New Guinea and is a member of the Central Agency Coordinating Committee (CACC) which coordinates the implementation of National Government Policies.

The **Rural Service Delivery Project (RSDP)** is a 5 year Project implemented by the Government of Papua New Guinea, financed by the World bank through a Credit IDA # PG6076 and the Australian Department of Foreign Affairs and Trade through a Grant.

There are exciting opportunities across the Provinces listed below and **DPLGA** invites applications from highly motivated individuals, who have the passion and commitment to live and serve our rural communities through the Government's unique 5 year Rural Service Delivery Project (RSDP).

Central East New Britain Simbu West Sepik Western

This position report to the respective Provincial Project Coordinator.

Experience working on similar projects funded by international organizations (WB, ADB, DFAT, EU) would be highly desirable

Rural Infrastructure and Safeguard Specialist (5)

Key Responsibilities:

- In collaboration with Technical Facilitators, ensure that the project's Environmental and Social Impact Management Framework is applied
- In collaboration with Technical Facilitators assess environmental and social impacts and risks of proposed sub-projects in the province, ensuring that ineligible proposals are not approved
- In collaboration with Technical Facilitators, ensure that adequate measures are in place to mitigate adverse environmental and social impacts for all eligible sub-projects
- Together with Technical Facilitators, PPO Procurement Officer and the LLG Services Division of Works Department, assist Community Driven Development Subcommittees with the preparation of technical designs, bill of quantities and cost estimates and other technical requirements for sub-projects
- Review the technical designs of complex sub-projects before final approval
- In collaboration with the Procurement Officer of the PPO and Technical Facilitators, assist CDD-SCs with the procurement of goods and other logistical requirements for sub-projects
- Assist Technical Facilitators with the supervision of the construction/implementation of sub-projects in the province
- Participate in monitoring trips to support Technical Facilitators with the review of the technical quality of sub-projects in the province
- Review and approve the O&M plans for all the sub-projects implemented
- With the support of the Provincial Works Unit, undertake Engineer's Audit for all sub-projects completed in the Province
- Undertake Safeguards Audit for all sub-projects completed in the province.

Expected Competencies:

- Bachelor Degree in Engineering, Public Administration, Community/Rural Development, Communications or another relevant field

- 5 years of relevant experience preferably with 2 years or more of public sector agency experience
- Experience working on similar projects funded by international organizations (WB, ADB, DFAT, EU) would be highly desirable
- Strong liaison, coordination and team building skills with widely dispersed project teams
- Possess excellent oral and written communication skills
- Ability to synthesize sub-project monitoring and evaluation reports into reports and recommendations to aid policy and program development
- Familiarity with World Bank or similar donor projects and procedures
- Ability to travel frequently to provinces and remote LLGs and wards
- Fluency in English and at least 1 common PNG language.

Applications close COB Monday 22nd October 2018

To apply for this position:

- Download and complete the Application Form from <http://www.vanguardpng.com>.
- Email the application to recruitment@vanguard.com.pg together with a copy of your CV in MS Word format.

Note: Do not include copies of any other documents. You will be asked to provide the originals of certificates etc if you are selected for Interview