



# Network Activities Group (NAG)

No.51, Shukhinthar Street, Rose Garden , Ward- 27, North Dagon Township, Yangon, Myanmar.  
Tel: 09-450694361~5, Email: info@nagmyanmar.org, Web: www.nagmyanmar.org

## VACANCY ANNOUNCEMENT

Reference No: VA-NAG-HR-0019-2021

**Field team supervisor / WASH Engineer: NAG Kayah**

<b>Project</b>	<b>Emergency support to Kayah IDPs Project</b>
<b>Country</b>	Myanmar
<b>Position</b>	<b>Field team supervisor / WASH Engineer- 1 post</b>
<b>Duration</b>	The contract will be for a period of 5 months (with 3-month probation period), with the possibility of extension based on performance
<b>Location</b>	Loikaw, Demoso and Bawlakhe, Kayah state
<b>Applications closing date</b>	<b>10th August 2021</b>
<b>How to apply</b>	Submit application together with <b>1) cover letter explaining why you would be a good fit for this role,</b> <b>2) CV detailing relevant experience and qualifications,</b> <b>3) recent photos and contact details for two relevant references</b> to <a href="mailto:recruitment@nagmyanmar.org">recruitment@nagmyanmar.org</a> or address "Recruitment Unit, Network Activities Group (NAG) No.51, Shukhinthar Street, Rose Garden, Ward-27, North Dagon Township, Yangon, Myanmar. Phone: (+95) 9 45069 4361~65
<b>Note</b>	Only short-listed candidates will be invited for interview. Telephone inquiries will not be responded. We are not obliged to return all received applications. (Please do not send original documents as they will not be returned)

## 1. Background of Network Activities Group

Network Activities Group (NAG) is a national registered non-profit organization in Myanmar. In fostering our vision "Emergence of a peaceful, prosperous and dignified society that values equity and diversity", NAG focuses on the Governance Approach, intending to necessary changes of various stakeholders and existing practices towards good governance which is essential and core for the sustainable development and win-win solutions for all stakeholders. Accordingly, NAG has engaged stakeholders of all levels and different areas including local, regional and national government departments, trying to promote interaction, good relations, and eventually coordination and collaboration among them. Given that nature of facilitating and coordinating activities, and creating networks of development efforts with partners, and promoting governance among relevant stakeholders, NAG implements livelihood, natural resources management and rural development programs and projects in Central Dry Zone, Coastal and Delta, Hilly Region and South Eastern Part of Myanmar.

## 2. Emergency support to Kayah IDPs Project

Funded by UNOCHA-MHF, the project "Emergency Support to Kayah IDPs" replies to the current crisis that began on 1st February 2021. In 15 displaced areas of Demoso, Loikaw and Bawlakhe townships in Kayah state. As a result of the conflict, hundreds of people in Demoso, Loikaw and Bawlakhe have sought refuge in Thailand and have still been residing in displaced areas including religious buildings. The project will be primarily implemented



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by Network Activities Group (NAG) and its long-term partner the Kayah Farmer Development Company Limited (KFDC). The interventions address directly the key priorities of targeted affected people covering the three sectors/clusters 1) Food Security, 2) Water Sanitation and Hygiene 3) Shelter and Non-Food Items (NFI). It targets totally 6,106 persons benefitting Food and WASH, of which 2,700 persons will be provided with Shelter Non-Food Items. The interventions integrate with both hardware and software. Hardware component will include provision of food, shelters, non-food items and WASH materials. Software component will include awareness raising, education, training and organizing and strengthening of community groups/committees.

### 3. The Role

The Field team supervisor / WASH Engineer will have to supervise the design and preparation of all technical documents, Program Descriptions, Bills of Quantities (BoQs) and drawings, and the execution and handing over to relevant local authorities.

### 4. Responsibilities

The applicant will perform the following duties.

- Be responsible for the design and delivery of quality Water and Sanitation Infrastructure for the targeted areas.
- Participate in social safeguarding training and lead and conduct local community training to the affected persons and volunteers
- Provide leadership in carrying out assessments, design, planning, implementation, awareness and monitoring of all WASH construction activities.
- Provide overall follow up and supervision of the engineering works related to the project and inspect all WASH Infrastructures
- Monitor expenditures, budgets, and track activity expenses and ensure SPHERE reference standards to be adopted in the planned WASH infrastructure
- Conduct trainings for project staff and ‘Community WASH Volunteers’ on WASH infrastructure monitoring, operations, and maintenance
- Support the following duties of the Field Team Leader at the Field Offices:
  - Liaise with relevant departments and stakeholders for the project
  - Manage to obtain accurate information by coordinating and liaising with stakeholders in project areas such as respective people from administrative management.
  - Lead and manage HR, Admin and Logistics of Field Office including KFDC
  - Lead and plan in selection of project beneficiaries, forming committees, materials distribution, operational plans, operational guidelines and procurement plans.
  - Manage to implement timely awareness and capacity building activities
  - Coordinate and guide team members to ensure timely and effective project activities and carry out oversight supervision in a timely manner
  - Liaise with relevant NAG Departments, including NAG Program, to make project activities to be timely and effective.
  - Supervise and ensure transparency, impartiality and non-exploitation of all operations in a timely manner.



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## 5. Requirements

The ideal candidate will have the following qualifications:

- University Degree in Civil Engineering or Government Technical Institute desirable, or specialized training in administration and management.
- At least six years of WASH implementation at field level, particularly emergency response projects, and familiar with SPHERE standard adoption
- Fluency in Burmese and other ethnic language is an asset
- Strong interpersonal skills and organizational skills, including time management, ability to meet deadlines and under pressure
- Strong capacity building and facilitation skills
- Ability to conduct performance in psychologically stressful environments and physical hardship conditions in crisis areas
- Commitment to and understanding of Network Activities Group's aims, values and principles.

## 6. Management/Collaboration

Under the overall authority of Chief Executive Officer of the Network Activities Group, under the direct supervision of project team leader and will report directly to the project team leader and NAG program officer.

## 7. Contract Terms

The contract will be for a period of 5 months (with 3-month probation period), with the possibility of extension based on performance.