**Vacancy Announcement**

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| **Position title** | **Site Engineer** |
| **Vacancy No.** | YAO-Khq-19-19 |
| **Employment Type** | Full-time |
| **Duration** | Until 31/12/2019 |
| **Duty station** | Khanaqin |
| **Estimated Start Date** | As soon as possible |
| **Closing Date** | Tuesday 15/10/2019 |
| **Overview** | Youth Activity Organization (YAO) is a Non-government organization; established since 2001 in KR-I. YAO as a leading NGO is working to make positive changes to the lives of people in the community. Working for socio-economic development to the targeted societies through strengthening their capacity and providing humanitarian services to ensure that human rights of all persons are secure of in their enjoyment of their freedom that are necessary in dignified living. |
| **Job Description** | Youth Activity Organization (YAO) is seeking experienced and passionate Project Manager who will work Under the direct supervision of Head of office in Khanaqin/Diyala. The Site Engineer plans, controls and monitors the actual execution of all civil related works of the project, to ensure that the project will be done in accordance with all the approved construction drawings, contract documents, specifications and all applicable standards. |

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| **Main Duties and**  **Responsibilities:** | * Generally responsible for implementations of all civil works at site for shelter related assistant. * Prepares specifications, drawings and bill of quantities. * Estimates, prepares and assigns the resources such as manpower, materials, consumables, equipment, tools, etc., required for all civil works prior to execution. * Plans and analyses all possible construction methodologies and recommends the best options to the Field coordinator/Project Manager for approval prior to execution at site. * Interprets construction drawings and studies the contract documents and applicable standards or specifications prior to execution of any jobs. * Manages directly and provide engineering and technical supports. * Monitors the actual work progress at site. * Assign targets for accomplishments and ensure targets are met on daily basis * Submits site reports, inspection requests, estimates and all applicable monitoring reports on regular basis or as required. * Ensures that all the works done are in accordance with the approved construction drawings, contract documents, project specifications, and all applicable standards whether local, national or international standards. * Ensures that all site works are done according to all applicable quality standards. * Directly responsible for the safety of all personnel of the project by ensuring that the project execution will be done according to all applicable health, safety, sanitary and environmental standards. * Any other tasks as may be assigned. |
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| **Required Qualifications & Experience** | **Education:**   * University Degree and/or equivalent qualification in civil engineering.   **Experience:**   * Minimum 2-year experience in working with NGOs/UN agencies. * Previous management experience. * Ability to meet deadlines and work under pressure. * Personal commitment, efficiency, flexibility, drive for results. * Patient, adaptable, flexible, able to improvise and remain responsive and communicate clearly and effectively under pressure * Self-reliant and able to work independently. * Must be Iraqi nationality holder.   **Knowledge:**   * Excellent communication skills. * Strong interpersonal and intercultural skills. * Report writing skills. * Good level of computer literacy * Able to adapt within a work environment containing individuals of multiple and various cultural and educational backgrounds.   **Languages:**  Strong communication skills Verbal and written Kurdish, Arabic and English. |

**How to apply:**

Qualified Candidates should submit Cover Letters with their CVs attached electronically to [jobs@yao-iraq.org](mailto:jobs@yao-iraq.org) with indicating the position they are applying for in the subject of the email.

Email subject must read: **YAO-Khq-19-19**

* Email without vacancy title will not be considered. Email after the closing date will not be considered. Only short listed candidates will be contacted
* **YAO** is an Equal Opportunity Employer. YAO considers all applicants on the basis of merit without regard to race, sex, color, national origin, religion, sexual orientation, age, marital status, veteran status or disability.