Terms of Reference

Sub-Engineer – (Civil Work) Project

Monitoring Officer

Reporting to: Coordinator Water Stewardship Projects - Freshwater Programme
Grade/Title: B2 / Sub-Engineer– (Short Term)
Duty Station: Lahore, Head Office
Employment Contract: 11 Month
Work Week: 5 Days (Monday to Friday)- 40 hrs./week
Work Hours: 0830 hrs. to 1715 hrs.

Working Relationships

External Donors, Stakeholders, Vendors
Internal Freshwater Team, Department & Project Heads of WWF-Pakistan

Project Context:

WWF-Pakistan is initiating a ‘Community Water Stewardship’ project around Sundar Industrial Estate, Lahore and Multan focusing on water replenishment and conservation through Installation of Rainwater Harvesting Systems (Stand Alone), Installation of Rainwater Harvesting System + Ablution Water Recycling Tanks, Installation of Recharge Well / Soaking Pits, Construction of Floating Wetlands, Land cover management (Riparian Buffers/Vegetation Improvements/Soil Degradation Management), On-farm water management (Agricultural) practices and Treated Wastewater utilization from the plants. The project intends to extensively engage communities through focused group meetings, capacity development and trainings and awareness raising and educational campaigns.

Job Summary:

This position will be required for full time to monitor the project site activities. Followings are the details of the job responsibilities but not limited to;

➢ Conducts field visits and prepares assessment of construction interventions
➢ Reviews and assesses technical design documents for construction interventions, providing substantive technical inputs and quality assurance
➢ Monitors and supervises of construction works
➢ Frequent field visits to carry out progress, process and technical monitoring based on agreed TORs and Engineering standards
➢ Provide data to produce Monitoring and support visit reports based on field visit findings, technical monitoring and statistical analysis of surveys.
➢ Review and update technical documents (e.g., manuals and workflows).
➢ Any other tasks assigned by the Supervisor, Manager and Senior management of the project.

Selection Criteria

➢ Minimum 14 year of education (2-years Bachelors) in Civil engineering/civil technology/B-Tech with 0-1 years’ working experience.
➢ Experience in AutoCAD drawings and Civil and Hydrology related software.
➢ Thorough technical knowledge of construction and maintenance