Terms of Reference for WASH Engineer

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| **PART I** | | |
| Title of Assignment | **WASH Engineer (National Consultant)** | |
| Section | Water, Sanitation and Hygiene | |
| Location | Lilongwe with frequent travel to the project sites | |
| Duration | 3 months | |
| Start and End Date | From: 01 January 2020 | To: 31 March 2020 |

Background and Justification

Malawi is currently facing multiple shocks requiring a concerted humanitarian response. The heavy and persistent rain led to severe flooding across some districts in southern Malawi in March 2019 and consequently more than 868,900 people have been affected, including more than 86,980 displaced, with 60 deaths and 672 injuries. UNFPA estimated that among the total affected population, 30,000 women and girls of reproductive age and about 12,000 deliveries are expected.

The heavy rains that fell in the country damaged infrastructure, including houses, roads, bridges, and water well and irrigation systems. Most of the displaced are living in displacement sites such as schools, churches, community buildings and other temporary shelters. Some are hosted by relatives or neighbours. Some of the displacement sites are overcrowded. There is limited basic services such as water, sanitation and hygiene, raising concerns over possible disease outbreak.

Due to the above situations, UNICEF received funding from KFW and Chinese Government which will help to restore WASH services in affected districts and build a resilient community. Therefore, WASH section needs the service of a technical assistant in supporting rehabilitation of water and sanitation facilities that have been destroyed during the flood.

Objective and Scope of Work

The main purpose of the post is to supervise and guide WASH interventions in the affected districts in Malawi. Under the supervision and technical guidance from the WASH Specialist, the consultant will be responsible for supporting the implementation and monitoring of water and sanitation infrastructures. This includes appropriate use and maintenance of WASH facilities and services; ensuring overall efficiency, effectiveness and delivery of results in accordance with UNICEF’s Core Commitment for Children in Emergencies (CCCs) and national and international humanitarian standards.

Scope of Work

The Consultant will be based in Lilongwe office with frequent monitoring field visits. Duties will include, but are not limited to, the following:

1. Community mobilization and ensure that the communities are involved in site selection and collect and submit data for the design of solar powered water schemes.
2. Supervision of the construction of WASH infrastructures and issuing formal instructions to the contractors regarding technical aspects and ensure that private contractors adhere to technical specifications.
3. Measure the actual work executed by the contractors and report so that the payment is done based on actual work verified and approved by Unicef
4. Compile and submit the progress and final report

**Reporting**

To whom will the consultant report: WASH Specialist

What type of reporting will be expected from the consultant: Monitoring reports on the progress and final report

How and when will reporting be done: Weekly updates, monthly reports and final report

Expected Deliverables

The consultant will be expected to perform the following activities as per the deliverable schedule and estimated dates below which is aligned to the scope of work described above:

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| --- | --- | --- | --- |
| Deliverables | Estimated # of days | Planned Completion date | % of total fee payable |
| Progress report #1 – update on community mobilisation, site selection, data for the design of the water supply schemes. | 20 days | 31st Jan 2020 | 30% |
| Progress report #2 – update on supervision of the construction of WASH infrastructures; issuance of formal instructions to the contractor regarding technical aspects; ensure quality works in accordance with technical specifications. | 20 days | 29th February 2020 | 30% |
| Progress report #3 – update on actual works executed by the contractors and payment certification | 20 days | 31st March 2020 | 30% |
| Final report (to be presented along with the 3rh progress report) |  | 31st March 2020 | 10% |

However, as the actual starting date may impact the dates estimated in the TOR, the final timeframes and actual delivery dates will be jointly agreed upon between the consultant and the supervisor of the contract.

Payment Schedule

All payments, without exception, will be made upon certification from the supervisor of the contract, of the satisfactory and quality completion of deliverables and upon receipt of the respective and approved invoice.

Desired Background and Experience

* Minimum of university degree or equivalent experience in Civil Engineering, Water resources, hydrogeology, or Environmental Engineering, or another related field.
* A minimum of 5 years of experience working with government agencies, local authorities or international organizations, NGOs and communities in the field of water and sanitation infrastructures.
* Experience in planning and contract management for water supply and other WASH projects
* Experience in design and implementation of solar powered water systems\
* Experience in rehabilitation of contaminated boreholes.
* Fluency in English (verbal and written). Good written and spoken skills in the language of the humanitarian operation and knowledge of another UN language an asset. Skill in local language an advantage
* Excellent analytical, conceptual and writing skills
* Strong facilitation and coordination skills, including participatory group discussion
* Strong communication, advocacy and negotiation skills.
* Familiarity with WASH programme in Malawi or similar countries in the region is an advantage.

**Administrative issues**

* The consultant will have to use her/his personal laptop and an office space will be provided within the WASH Section

**Conditions**

* The candidate selected will be governed by and subject to UNICEF’s General Terms and Conditions for individual contracts.
* No contract may commence unless the contract is signed by both UNICEF and the consultant.
* The consultant will be based in Lilongwe with frequent travel to target districts.
* The consultant will be paid an all-inclusive fee (stationary, communication and other miscellaneous expenses) as per the stipulated deliverable and payment schedule.
* Under the consultancy agreements, a month is defined as 21 working days, and fees are prorated accordingly for actual days worked.
* The consultant is not entitled to payment for overtime, weekends or public holidays.
* Travel expenses for official in-country trips, including living costs, will be covered in accordance with UNICEF’s rules and tariffs, by the consultant and reimbursed against actuals.
* Transport will be provided to the consultant during in-country field travel, if planned and approved.
* No travel should take place without an email travel authorization from section prior to the commencement of the journey from the duty station.
* Standard UNICEF procedures will apply for invoicing and all other financial management requirements set out in the contract.
* Standard penalty clauses will also apply for late and poor-quality deliverables. The supervisor of the contract will provide the consultant with the criteria for the evaluation of the quality of each deliverable.
* Additional details of UNICEF rules, regulations and conditions will be attached to the contract.
* Consultants will not have supervisory responsibilities or authority on UNICEF budget.
* The assignment is an on-site/off-site support.

**HOW TO APPLY**

* Interested candidates should provide a summary of similar works done.
* Curriculum Vitae
* References details
* Candidates should indicate their all-inclusive fees (remuneration and daily subsistence allowances)