



Career Opportunities

Position Title	: Project Engineer
No. of Post	: (1) Post
Report to	: Hub Manager
Department	: Rakhine Operations Management Unit
Duty Station	: Sittwe
Grade	: E1
Benefit Packages	: Salary + Staff house + Hardship Allowance + Insurance + Communication Charges + Travelling Allowance + Home Return Leave /Annual Leave+ Quarantine Leave+ Casual Leave + Medical Certificate Leave + Maternity Leave + Substituted Leave Program
Application Deadline	: (02/07/2019), 16:30

Program Background: In 2017, MRCS is increasing its engagement in Rakhine state through immediate, medium and long-term support to people affected by communal violence. With the support of MRCS, ICRC and IFRC, MRCS has two Hub Office in Sittwe and Maungdaw, but coverage areas are Sittwe, Myauk-U, Kyauktaw, Ponnagyun, Minbya, Maungdaw, Buthidaung, Townships. MRCS is setting up Operation Management Unit under the direct supervision of Deputy Secretary General and technically under the Rakhine Operation Steering Committee.

Purpose of the position: The Project Engineer will be responsible to manage and implement the (6) months Shelter Project in Pauktaw Township in Rakhine State. The Project Engineer will ensure all activities are implemented in line with the project goal, objectives and output indicators. The Project Engineer will be based in Sittwe, as part of the Rakhine Special Program team, and will work under the direct supervision of the MRCS Hub Manager, based in Sittwe.

Duties and Responsibilities

1. Lead and supervise the Field Engineer in implementation of all planned activities.

"Person with disability are encouraged to apply this post as they will be given equal opportunity"

"Our recruitment and selection procedures reflect our commitment to the safety and protection of children, and prevention of violence among communities members in our programs"

2. Provide technical guidance to Field Engineer and volunteers to carry out assessments, develop activity plans, and monitoring.
3. Prepare detailed plans and budgets for the Shelter Project under the guidance of the Hub Manager and Rakhine Operations Management Unit's Deputy Director.
4. Prepare monthly progress reports and submit to line manager before the agreed deadlines.
5. Prepare quarterly basis cash forecast based on budget and plan of action and send to MRCS HQ before agreed deadlines.
6. Follow the MRCS Financial Guideline and Procurement Process.
7. Liaise and coordinate with Finance Officer and MRCS finance and Logistics Departments to project activities in line with project log frame and plan of action.
8. Ensure that project implementation is in line with MRCS strategy, policies and the RC Fundamental Principles and Code of Conduct.
9. Coordinate closely with Township RC Branch, local authorities, , Emergency Coordination Committee (ECC), and other humanitarian organizations present in Sittwe and Pauktaw Township, and when possible, attend Shelter Cluster coordination meetings in Sittwe, and ensure that the MRCS project is well coordinated, following agreed standards and best practices, and not duplicating other support.
10. Draft donor reports and submit in a timely manner.
11. Maintain all hard and soft copy files for the Shelter Project.
12. Carry out any other tasks assigned by the Hub Manager.
13. Participate in the preparation of operational plans for the project.
14. Take responsibility for the overall implementation plan and scheduling and workshops, and ensure community participation in all phases of programme planning and implementation as per MRCS minimum standards for Community Engagement and Accountability.
15. Develop and make use of contacts with Red Cross partners, government agencies, and local and international NGOs.

Skills, Competencies and Requirements

- **Must be a Myanmar National**

"Person with disability are encouraged to apply this post as they will be given equal opportunity"

"Our recruitment and selection procedures reflect our commitment to the safety and protection of children, and prevention of violence among communities members in our programs"

- Age limitation is not older than 50 years
- B.E (Civil) or A.G.T.I (Civil)
- Previous experiences working with individuals and or families experiences homelessness
- At least 2 years of work with NGOs or relevant government departments is preferable
- Able to work effectively with the two ethnic communities in the state and international staff is preferable
- Well experience of managing staff and working with communities in conflicts/disasters
- Ability to work under pressure. Experience in crisis intervention and problem solving with ability to diffuse situation without escalating the conflict
- Ability to think creatively, take initiative, and willingness to seek out solutions within a resource restricted environment
- Good health in physically & mentally
- Excellent computer (Microsoft package) and data management skills
- Flexibility under pressure and in response to changing needs
- Interest in learning about the Red Cross/Red Crescent Movement
- Excellent intermediate level of English and Myanmar especially in translating, including written, spoken and typing

Application process: Please send your application letter, CV, and related documents (PDF Version) to;

Head Office:

Myanmar Red Cross Society
Razathingaha Road, Dekhinathiri,
Nay Pyi Taw.

Branch Office:

Myanmar Red Cross Society
No. 42, Red Cross Building, Strand Road,
Botahtaung Township, Yangon. (or)

Email: mrcshrrecruitment@gmail.com

For more information and application, please visit to the www.redcross.org.mm

Only short listed candidates will be contacted for a personal interview.

"Person with disability are encouraged to apply this post as they will be given equal opportunity"

"Our recruitment and selection procedures reflect our commitment to the safety and protection of children, and prevention of violence among communities members in our programs"