

Name of Organization: **National Development Programme (NDP)**

**Job Context:** NDP as a reputed non-profit, non-political national organization invites applications for the following position from the potential Bangladeshi nationals for implementing ‘**Enhance Resilience Capacity of the Climate-induced People (ERCCP)**’ in Sirajganj Pourashava and project funded by Climate Bridge Fund (CBF). Aim of the project is to increase resilience of vulnerable communities in urban areas towards the consequences of climate change. The duration of the project is 3 years.

**Name of Project:** Enhance Resilience Capacity of the Climate-induced People (ERCCP)

**Name of Position:** WASH Engineer

**No of Vacancies:** 1 (One)

**Responsibilities:**

- Conceptualize and apply ERCCP project objectives and approaches with special focus to WASH infrastructure and services considering the climate change & adaptation.
- Develop monthly, quarterly and annual plan and ensure effective and efficient implementation of the WASH infrastructure and service related planned activities of the project.
- Support to create and promote awareness on hygiene issues considering climate change perspective.
- Ensure selection of appropriate sites for the construction of WASH infrastructures proposed in the project.
- Capacity building of the field staff on WASH and hygiene issues.
- Organize and provide training to the project staff on SPHERE standards.
- Ensure selection of appropriate old WASH infrastructures for rehabilitation.
- Drawing and designing and preparing budget of the infrastructures (WASH infrastructures) proposed in the project.
- Support to develop tender documents for the infrastructures (WASH infrastructures) in order to complete procurement process of vendor selection.
- Ensure construction of new WASH infrastructures and rehabilitation of old infrastructures.
- Regular monitoring of the construction sites and ensure quality of the construction as per drawing and designing.
- Support for formation of O&M committees and orient on their roles & responsibilities.
- Organize formal handover event for the WASH infrastructures to the community.
- Ensure development and management of O&M fund by the community.
- Advocacy meeting and agreement with Municipal authority for overall monitoring and O&M of the infrastructures constructed by the project.
- Ensure proper use of the WASH infrastructures by the users groups.
- Regular communication with the Municipal Authority to ensure their support for smooth implementation of the project, especially WASH infrastructures.
- Distribute hand washing devices to the beneficiaries and ensure their proper use.
- Ensure regular collection of various data and information from the beneficiaries households, especially on WASH infrastructure and services.
- Carryout regular field visit and monitor filed progress and report to Project Manager on regular basis, especially on the WASH infrastructure and services related activities of the project.
- Regular communication with stakeholders and government departments to channel support to beneficiaries and facilitate linkage building.
- Support Project Manager to organize meetings, workshops and other project events.
- Support Project Manager to prepare reports by providing WASH infrastructure and services related data and information of the project.
- Prepare monthly, quarterly and annual reports regarding WASH infrastructure and service related activities of the project considering progress and results.
- The WASH Engineer will be responsible for any other duties deemed appropriate by the project or/and NDP management.

**Educational Requirement:** Diploma in Civil Engineering.

**Experience Requirement:** Minimum 5 years experience of working in similar type of project or any development project.

**Additional Job Requirements:**

- Age below or equal to 42 years.
- Working experience in WASH infrastructure and services for a project management.
- Commitment towards working for the slum people.
- Having computer knowledge MS word.
- Having valid driving license.

**Salary Range:** BDT 30,000/-per month and after 3 months probationary period other benefits as per project budget.

**Job Location:** Sirajgonj Sadar

**Applying instruction:** Ask to send the CV with a forwarding to [ndphrd.bd@gmail.com](mailto:ndphrd.bd@gmail.com) on or before **05 February 2023** or requested to send the CV with a forwarding along with 2 passport size color photograph, copies of educational and experience certificates, relevant documents, national ID card, certificate of nationality from Pourasava/UP and others addressing to the Assistant Director (HRD & Admin), National Development Programme-NDP, KaziMotiarRahman Road, Masumpur, Sirajgonj or P.O. Box No-02 on or before **05 February 2023**. Please clearly state the name of the position applied for on the top of the envelope or subject of the email.

***Women are encouraged to apply; only the short-listed candidates will be called for interview***

Company Information:

National Development Programme-NDP  
Address: NDP Bhaban, Bagbari, Upazila-Kamarkhand, District: Sirajgonj  
Business: NGO