

JUNIOR CIVIL ENGINEER – THE PHARO FOUNDATION, ASSOSA, BGRS

Company overview

The Pharo Foundation (“the Foundation”) is a privately funded entrepreneurial organisation that runs philanthropic programmes as well as for-profit social ventures. The Vision of the Foundation is an economically vibrant and inclusive Africa. The Mission is to achieve the Vision by investing in the human and physical capital of Africa, with a strong focus on job creation.

Established in 2011 as a UK based non-profit, the Foundation has since made a strategic shift to directly design and implement its own programmes to ensure greater engagement with communities, better results and increased accountability. The Foundation has carried out numerous projects in East Africa, with a focus on Ethiopia and Somaliland and is now establishing an office in Rwanda and with plans underway into Uganda. The key strategic pillars for the philanthropic side of the Foundation are education, health, water and agriculture. At the end of 2019, the Foundation also started its Social Ventures franchise to prioritise sectors where the Foundation believes a real impact can be made by establishing self-sustaining businesses, which focus on job and economic value creation.

Headquartered in London, the Foundation has an operational head office in Nairobi, Kenya with country offices in Ethiopia (Addis Ababa and Assosa) and Somaliland (Hargeisa) with further expansion plans in East Africa.

Position Summary

Job title	:	Junior Civil Engineer
Location	:	Assosa, Benishangul Gumuz Regional State (BGRS)
Contract type	:	Permanent
Reporting to	:	Infrastructure Development Unit Coordinator, The Pharo Foundation Assosa Office

Functional Relationships:

- Programme Manager, The Pharo Foundation Assosa Office
- Finance and Administration Coordinator, The Pharo Foundation Assosa Office
- The Pharo Foundation’s Contractors

The Junior Civil Engineer will have a supporting role in the Infrastructure Development Unit with key responsibilities of design and detailed Bill of Quantity (BOQ) development and supervision of construction sites, which are either to be executed with internal technical team or by outsourced contract types. The position will be based in Assosa, Benishangul-Gumuz Regional State (BGRS) of Ethiopia, with regular travel to programme sites in the BGRS and occasional travel to Addis Ababa.

Duties and Responsibilities:

I. General Construction Planning and Design

- Prepare working design and drawings when required, for construction work according to the sketches prepared by the Infrastructure Development Unit Coordinator.
- Participate in reviewing drawings and BOQs prepared by external sources in case of large-scale construction works.
- Develop a detailed BOQ for all construction activities.
- Participate in the bid document preparation and evaluation of submitted bids.
- Able to read and understand all drawings Architectural, Structural, Electrical & Sanitary properly.
- Have full knowledge in all engineering software such as AutoCAD, Excel and ETABS

II. Contract Management and Construction Supervision

- Participate in the construction bid opening, registration, evaluation and recording of results during the bid.
- Ensure that technical quality and standards are considered and achieved during construction.
- Make sure construction supervision works are completed with expected quality and according to the approved drawings and contract agreements.
- Report any omission, fault, quality problems or deviations seen during site visits to the Infrastructure Development Unit Coordinator in a timely manner.
- Regular site supervision of all sites according to the working program of the team.
- Control material and workmanship quality that are used by the contractor on construction sites.
- Check and correct take off and payment requests that are submitted by contractors according to measurements taken and submit to the Infrastructure Development Unit.
- Prepare site reports when and as required.

Required Qualifications and Skills

- Advanced diploma/degree in Civil Engineering or Construction Management is required.
- A minimum of 3 years of relevant experience as a Civil Engineer, Construction Site Supervisor is required.
- Experience in design preparation works and supervision in areas outside of Addis Ababa is an asset.
- Fluency in English and Amharic is required.
- Site supervision experience, drawing and quantity preparation skills
- Professional ethics
- Creativity
- Checking take-off

Behavioural Competences

- Great attention to detail and a flexible approach to work.
- High professional and ethical standards.
- Positive outlook and outgoing personality with solid leadership, interpersonal and diplomatic skills.
- Structured and process oriented.
- Excellent time and project management skills with ability to balance multiple priorities.
- Motivated to learn and perform and not afraid to ask questions.
- Willing to challenge status quo and add value by introducing positive change.
- Excellent communicator and comfortable to work in a team environment.

Application Procedure

Review of complete applications will be on a rolling basis. In the event that we identify an outstanding applicant early in the search process, we reserve the right to appoint before the deadline. For this reason, we encourage interested candidates to apply at the earliest possible time. Due to the high volume of applications, we regret that we will only be able to contact short-listed candidates.

Please send the information listed below, as a single PDF file, to the following email address: **recruiting.et@pharofoundation.org**. Please indicate **“Application for Junior Civil Engineer - Assosa”** in the email subject line.

1. A detailed CV and Covering Letter
2. A 500-word essay on the below:
 - a) What experience have you gained that makes you the most qualified candidate for the role?
3. A one-page list of five references with current addresses, phone numbers, and email contacts.