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**VACANCY NOTICE FOR CIVIL WORKS SUPERVISION ENGINEER**

**Date: 8 August 2023**

**Project number:** Loans 3843/3844 and Grant 0672-MON

**Project name:** Improving Access to Health Services for Disadvantaged Groups Investment Program

**Position:** Civil Works Supervision Engineer

**INTRODUCTION**

The Ministry of Health is announcing a vacancy for the "Improving Access to Health Services for Disadvantaged Groups Investment Program" Project financed by the Asian Development Bank and inviting applications for the Civil Works Supervision Engineer position to work at the Project Implementation Unit (PIU).

**CIVIL WORKS SUPERVISION ENGINEER**

The main objective of the Supervision Engineer’s (the Engineer) assignment is to inspect and monitor all constructions to be performed under the Project to ensure civil works are implemented in accordance to Civil works contract, detailed engineering design, local construction laws and regulations. The Engineer will be contracted on annual basis and paid in accordance to the “Regulation on the use of the Government’s loan funds and its financing, implementation, administration, monitoring and evaluation” approved by the Order No.4 issued by the Minister of Finance dated 11 January 2021. This is a full time assignment until December 2026 with possibility of extension beyond. The Engineer will perform the following tasks:

1. Perform civil works inspection and monitoring at the following construction sites located in Ulaanbaatar, Project’s aimag and soums of Mongolia;

* Khan Uul district hospital
* Expansion buildings of Uvs AGH and Khovd RDTC
* Family Health Centers in 4 Khoroos of Ulaanbaatar
* Soum Health Centers in Taishir (Govi Altai), Tarialan (Khuvsgul), Erdene (Dornogovi), Dashinchilen (Bulgan) and Bayan undur (Uvurkhangai); and
* National Emergency Care Center

1. Ensure that all the civil works are carried out in compliance with the Contract (FIDIC contract) signed between the Employer and Contractor, detailed engineering design drawings, relevant construction laws, regulations and standards of Mongolia;
2. Inspect construction progress closely in compliance to work schedule and structure in terms of quality and composition of materials and local standard requirements;
3. review and certify daily work diaries and photo libraries developed by Contractors to record the quality and progress of the work being done under the Contracts;
4. Identify construction works that are not in line with drawings and/or specifications of the Contract and if necessary, consult with supervision entities and PIU;
5. inspect and review quality and standard of all construction materials and equipment supplied by contractors;
6. Certify Supervisors’ performances each site and review and certify the payment certificate to ensure that payment delay does not affect the construction performance;
7. coordinate and monitor equipment installation during construction in project sites;
8. Maintain good coordination between PIU, MoH, Construction Development Center of Ministry of Construction and Urban Development, City Investment Department, CWs Contractors, aimag Health Center and aimag Land Cooperation & Construction Urban Development Department, to ensure successful implementation of civil works;
9. Monitor and provide professional inputs on design drawings of new facilities during the design development and approval process by the State expertise ensuring that design drawings reflect all requirements and cost efficient;
10. Ensure an implementation of EMP, and social safeguards policy and regulations are consistent with the Project’s documents at construction sites;
11. Prepare and submit quarterly progress reports.
12. Perform all roles and responsibilities mentioned in the MOF order No.04;

**Key Requirements**

* Minimum a bachelor degree in civil engineering;
* Minimum 5 years of work experience and experience with construction supervision is required;
* Be able to demonstrate the highest standard of ethics during inspection, monitoring and evaluation;
* Good knowledge of FIDIC contract is an advantage;
* Knowledge and experience of reading the detailed engineering and architectural drawings;
* Analytical ability with practical problem solving, negotiating skills;
* English language skill is a must;
* Proficiency in the use of MS Office software.

1. **APPLICATION SUBMISSION PROCEDURE**

Interested applicants should submit an application consisting of the following documents, prepared in English and Mongolian languages:

* Cover letter (maximum 1 page) explaining the reasons for applying for the positions, describing how the candidate’s qualification, skills and work experiences meet the selection criteria;
* Curriculum Vitae with ID photos (3x4) attached;
* 2 reference letters from a previous employer/supervisor or persons who know the candidate well;
* Copies of all diplomas and certificates;
* Other supporting documents (such as information on previously conducted similar works, proof of English language proficiency etc).

All documents should be submitted through the e-mail below or in person to the following contact address before 11:AM on **21 August 2023.**

**Contact information:**

The Ministry of Health of Mongolia,

Sukhbaatar district, Olympic Street 2,

Government Extension Building, Room No.302

Ulaanbaatar, Mongolia

Tel: +976-329369

E-mail: [altantsetseg.batsukh@hsdp.org](mailto:altantsetseg.batsukh@hsdp.org);