

Title	Sr. Valuation Engineer
Vacancy Number	PMO/MPW/VAC/124
Ministry	Ministry of Public Works (MoPW)
Organization	PMO
Department	Engineering Program
Duty Station	Afghanistan, Kabul
City	Kabul
Duration	1 Year's With Possibility of Extension
No of Jobs	1
Nationality	Afghan
Sex	Male/Female
Salary Range	According to NTA Salary Scale
Announcing Date	29 – July – 2020
Closing Date	15 – August – 2020
Job Type	Engineering
Shift	Full Time
Job Status	Sourcing
Experience	5 Years

Background:

About Ministry Public Works (MoPW)

The Ministry of Public Works (MoPW) is implementing various road projects in the Islamic Republic of Afghanistan. For implementation of the projects funded by the Asian Development Bank (ADB), a Program Management Office (PMO) of MoPW willing to handle implementation related tasks that would include (a) procurement civil works and consultants' services, (b) monitor the progress of day-to-day project implementation, (c) accord various approvals including approval for variations, extension of time, (including obtaining approvals of the donors.), etc., (d) prepare progress reports (e) prepare withdrawal applications for disbursement, (f) maintain project accounts and complete loan financial records for auditing and (g) ensure compliance with various Loan and Grant covenants, etc.

Purpose and Scope of Assignment:

The Senior Valuation Engineer is charged with the responsibility of correlating information relating to all financial aspects of the projects within PMO. The candidate will be responsible for conducting Quantity Surveying duties within PMO/MPW and assist the Engineering Department and site team in all related commercial and contractual requirements. Should be aware of all financial matters and proper maintaining of quantity books and shall advise the Engineering Department regarding all financial matters.

Duties & Responsibilities:

- Review all payment applications and variations of subcontractors / suppliers.
- Gathers all data and documents on Site and from other departments for main contract payments, variations and financial part of claims.
- Performs all necessary quantity take offs required.
- Assists in the preparation of the contractual part of claims and reports
- Assists in the preparation of the commercial part of claims and reports.
- Studies the subcontractors / suppliers' payments and variations' status.
- Maintains the filing system of all payments, variations and financial claims.
- Assist Engineering department to analyze commercial situations with subcontractors / suppliers.
- Participates in negotiation of changes, modifications and claims with subcontractors and suppliers
- Attends to closure of main contract / subcontracts / supply agreements.
- Works with concerned parties to resolve contractual issues, claims and disputes
- Assists Project teams to establish the contractual filing system to maintain documents and records
- Performs other duties as required.

Skills:

Personal Characteristics

- Effective team worker.
- Excellent presentation skills.
- Highly self-motivated/self-starter/resilient.
- Strong communication skills.
- Ability to confidently deal with people of all levels.

People Management

- Excellent leadership skills.
- Ability to lead and motivate teams.
- Ability to manage personnel on a day-to-day basis.
- Ability to conduct performance reviews.
- Previous experience as Project Engineer in large-scale highway construction projects is essential.
- Previous experience of using FIDIC MDB contract as an Engineer is desirable
- Previous working experience with UN, World Bank or international organization is an asset.
- Highly skilled in all technical aspects of bridge and road construction.

Qualifications and Experience:

- Bachelor's Degree in Civil Engineering with 5 years of experience
- Must have a sound knowledge about contractual relationships.
- Must be fully computer literate and able to utilize computer technology to access data, maintain records, generate reports, etc. and any project specific engineering and construction relevant software.
- Must be fluent in English both written and spoken with an excellent capability in written technical skills as well as oral and written communication skills
- Demonstrable experience in Transportation/Highway projects

Required Documents:

- Copy of verified Bachelor Degree by Ministry of Higher Education
- Copy of verified Afghan ID Card (Tazkera)
- Copy of verified last Posting Contract
- Certificate's and Appreciation Letter's

Submission Guideline:

Interested candidates are requested to forward their applications and detailed CV, clearly indicating the position applied for, in the subject of your email to PMO Office of Ministry of Public Works, through email at pmo.recruitment@gmail.com with a copy to adbafrm@adb.org, clearly mentioning the position applied for in the subject line.

Only short-listed candidates will be notified

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