

Title	Quality Assurance Manager
Vacancy Number	MoPW/SRTAP/RAMS/1400-08
Ministry	Ministry of Public Works
Organization	Road Asset Management Unit
Project	Sustainable Reform & Technical Assistance Project
Duty Station	Afghanistan (One QA Manager for each zone: Kabul, Kandahar, Herat, Balkh, Badakhshan, Paktia, Nangarhar and Bamyan). State your selected zone in your application form.
Duration	1 Year (with possibility of extension)
No of Jobs	8
Nationality	Afghan
Sex	Male/Female
Salary Range	According to NTA Salary Scale (Grade-C)
Announcing Date	29/April/2021
Closing Date	09/May/2021
Job Type	Engineering
Shift	Full Time
Job Status	Sourcing
Experience	Specific 5 years, General 10 years

Background:

The Ministry of Public Works (MoPW) is responsible for the planning, design, procurement, implementation, monitoring, and maintenance of the various transportation infrastructure projects such as roads, bridges, and its relevant drainage and retaining/protection structures in the government of the Islamic Republic of Afghanistan.

The Quality Assurance Directorate (QAD) is responsible to assure and verify that the roads construction works are being produced by the contractor meets the requirements of contract documents such as; design drawings, technical specification, quality management strategy, quality assurance plan, quality control plan, health and safety management plan, social and environmental management plan, gender action plan and etc.

Scope of Work/Job Summary:

The Project QA Manager will be responsible managing and guiding the quality assurance engineers in relevant zones, visiting the project sites randomly to assure that the site quality assurance engineers are working properly, receiving QA reports from the site quality assurance engineers, reporting to the QAD, etc.

Duties & Responsibilities:

- To cooperate in providing and improvement of strategies for Quality Control Directorate.
- To cooperate in providing and improvement of Quality Assurance Plan.
- To cooperate in providing and improvement of Quality Assurance Formats.
- Review and Initial Approvals of Quality Control Plans.
- Relevant Zone's staff performance evaluation (on quarterly & yearly basis) and provide the required technical standard.
- Site Lab Engineers and Technicians evaluation (Apprising Laboratories Directorate before evaluations).
- Develop and review of the Project Quality program documentation manuals, work process and reporting of quality records management of quality documents.
- To evaluate, approve/ disapprove contractor's Quality Control Engineers (On the condition that Quality Control Directorate authorize).
- To check, review and initially approve Quality Assurance related documents for invoices.
- To regulate and attend educational workshops for Quality Control and Quality Assurance Staff's capacity building.
- To inspect and visit work fields, contractors' offices, and site laboratories.
- To establish and attend meetings about solving quality deficiencies of projects.
- To attend in technical and management meetings.
- Necessary coordination with technical staff of projects (Member of Project Management Directorate, Member of Survey and Design Directorate, Monitoring Engineer and etc.)
- To review and check Quality Assurance related daily and weekly Reports and comment effectively.
- Review, check and initially approving Mix Designs for road construction materials.
- Review, check and initially approving road construction materials' catalogs which cannot be tested in Afghanistan.
- Necessary coordination with Quality Assurance Engineers for initial submissions of projects.
- Review, check and approving of Punch Lists according Quality during initial submissions of projects.
- Reporting the functions of relevant zone (on daily, weekly, monthly, quarterly and yearly basis) to Quality Control Directorate.
- Establishing a clear and technical relationship with the contractors' Quality Control teams.
- Other responsibilities assigned by the head of the Quality Control Directorate to improve the quality and work progress of the projects.

Skills & Competencies:

- Deep understanding of Government policies implementation;
- Deep understanding of construction material engineering;
- Good understanding of construction material laboratory management;
- Having practical understanding on road and bridge construction;
- High analytical skills;
- Coordination, planning and organizational skills;
- Report writing and presentation skills;
- Leadership skills;
- Computer Literacy;
- Interpersonal skills;
- Understanding of national, regional and international contexts of road construction and maintenance quality assurance;

- Effective communication skills;
- Administrative skills;
- Time management skills;
- Team working skills;
- Fluency in Pashto, Dari, English and Knowledge of all is an advantage.

Job Requirements:

- B.S. in Civil or Material Engineering.
- Master Degree in relevant field is preferred.
- Minimum 5 years' experience working as a QA/QC Engineer on major Roads & Highway projects (specific experience) and 10 years' overall experience in civil engineering projects (general experience).
- High analytical skills;
- Coordination, planning and organizational skills;
- Report writing and presentation skills;
- Leadership skills;
- Computer Literacy;
- Interpersonal skills;
- Understanding of national, regional and international contexts of road construction, maintenance and quality assurance;
- Effective communication skills;
- Administrative skills;
- Time management skills;
- Team working skills;
- Fluency in Pashto, Dari, English and Knowledge of all is an advantage.

Required Documents:

- CV with an application form for the relevant position;
- Copy of verified Degree by the Ministry of Higher Education;
- Copy of verified Afghan ID Card (Tazkera) or Passport copy;
- Copy of verified last Posting Contract;
- Copy of other documents seems to be necessary.

Submission Guideline:

Interested candidates are requested to just forward their applications and detailed CV to **vacancies.mopw@yahoo.com** indicate the vacancy number (**MoPW/SRTAP/RAMS/1400-08**) and the post title (**Quality Assurance Manager**) in the subject line when applying by email to the Human Resource Unit – Sustainable Reform and Technical Assistance Project of Ministry of Public Works (MoPW) at Kabul, Afghanistan.

Office Address:

SRTAP Office, Railway Building, Kabul Jalalabad Road, in front of KMTC, MoPW, Kabul, Afghanistan.

Only short-listed candidates will be notified for written exam and interview