ORGANIZATIONAL CONTEXT

The United Nations Industrial Development Organization (UNIDO) is the specialized agency of the United Nations that promotes industrial development for poverty reduction, inclusive globalization and environmental sustainability. The mission of UNIDO, as described in the Lima Declaration adopted at the fifteenth session of the UNIDO General Conference in 2013, is to promote and accelerate inclusive and sustainable industrial development (ISID) in Member States. The relevance of ISID as an integrated approach to all three pillars of sustainable development is recognized by the 2030 Agenda for Sustainable Development and the related Sustainable Development Goals (SDGs), which will frame United Nations and country efforts towards sustainable development in the next fifteen years. UNIDO’s mandate is fully recognized in SDG-9, which calls to “Build resilient infrastructure, promote inclusive and sustainable industrialization and foster innovation”. The relevance of ISID, however, applies in greater or lesser extent to all SDGs. Accordingly, the Organization’s programmatic focus is structured in four strategic priorities: Creating shared prosperity; Advancing economic competitiveness; Safeguarding the environment; and Strengthening knowledge and institutions.

Each of these programmatic fields of activity contains a number of individual programmes, which are implemented in a holistic manner to achieve effective outcomes and impacts through UNIDO’s four enabling functions: (i) technical cooperation; (ii) analytical and research functions and policy advisory services; (iii) normative functions and standards and quality-related activities; and (iv) convening and partnerships for knowledge transfer, networking and industrial cooperation. Such core functions are carried out in Departments/Offices in its Headquarters, Regional Offices and Hubs and Country Offices.

COUNTRY CONTEXT

Liberia’s youth constitutes nearly half of the Liberian labour force but is exposed to high unemployment, underemployment and vulnerable employment rates. The global commodity prices crisis, combined with the effects of the Ebola crisis, have devastated the Liberian economy and worsened youth’s fragility problems. A socially and economically marginalized young population can
pose serious risks to national security, social cohesion and stability. Liberian youth generally lack employable skills and are ill-equipped to access new economic opportunities. Efforts to improve their employability are constrained by a Technical and Vocational Education and Training (TVET) sector characterised by serious shortcomings in terms of quality and relevance, access and equity, funding, and governance. The Government of Liberia (GoL) recognises that the transition towards inclusive growth will not happen unless human capabilities are enhanced and the quality of education and vocational training are improved to match the demands of the labour market. The present intervention will seek to strengthen the Liberian TVET sector in its capacity to deliver equitable and gender-balanced access to high-quality and demand-driven TVET. This will be done by supporting capacity development at central and TVET provider level, and by strengthening links with the private sector. The intervention will address equity issues with emphasis on remote South East rural areas and vulnerable youth, including people with disabilities.

**PROJECT CONTEXT (UNIDO PROJECT ID: 160082)**

UNIDO has received funding from the EU to implement a project to support the Government of Liberia strengthen technical and vocational education and training (TVET) in the country. To achieve this goal, the project will work closely with the Ministry of Education (MoE) and Ministry of Youth and Sports (MoYS) in the delivery of its key mandate, which is to provide efficient, quality and relevant education and training. The project will support six (6) schools located in the counties of Montserrado County (Monrovia), Margibi (Kakata), Grand Gedeh (Zwedru), Sinoe (Greenville) and Maryland (Harper). The project will support the development of TVET systems as follows:

- Curriculum Development
- Human Resource Development for Instructors
- Institutional management
- Pedagogical skills development
- Education Infrastructure and technology for TVET
- Private-public partnerships
- TVET approaches for apprenticeships
- TVET financing
- TVET access to rural areas (i.e. South East Liberia)
- Entrepreneurship development

**PROJECT CONTEXT (UNIDO PROJECT ID: 140095)**

UNIDO has received funding from the Swedish International Development Cooperation Agency (SIDA) to implement a project to support the Government of Liberia strengthen technical and vocational education and training (TVET) in the country. To achieve this goal, the project will work closely with the Ministry of Education (MoE) and Ministry of Youth and Sports (MoYS) in the delivery of its key mandate, which is to provide efficient, quality and relevant education and training. The project will support (1) school (Voinjama Multilateral High School) located in the county of Lofa County (Voinjama). The project will support the development of TVET systems as follows:

- Curriculum Development
- Human Resource Development for Instructors
- Institutional management
- Pedagogical skills development
- Education Infrastructure and technology for TVET
- Private-public partnerships
- Inclusive education and learners with special needs
**MAIN Functions**

The **Site Supervisor (Local)** will work under the overall guidance of the Chief Technical Advisor/PM of the project based in Monrovia, Liberia. The overall objective of the assignment is to provide support for project on site supervision, site inspection, project coordination, commissioning and handover of infrastructure works. The ideal candidate will be structured, organized/disciplined and specialized in his/her field. The position calls for someone who is systematic and has the ability to concentrate on things within their area of knowledge, experience and education. The person fulfilling this role should be approachable, thorough, methodical, self-disciplined, logical, careful and diplomatic in-approach. Moderation, consistency and the ability to tie up all the loose ends and finish a task will be of importance.

The ideal candidate would remain self-controlled when things do not work out as planned, be prepared to listen to what others say, deal with conflict in an accommodating manner and use practicality as method for reaching a solution. Develop a team atmosphere through hard work, calmness / self-control, tolerance, consistency, and inclusiveness attempting to fulfil the project goals with integrity. This position will be best filled by those who are supportive of the existing leadership. A mild-mannered and accommodating approach to the achievement of work-related goals is necessary for success in this position. The person will undertake the following duties:

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<tr>
<th>Main Duties</th>
<th>Concrete / measurable outputs to be achieved</th>
<th>Expected duration</th>
<th>Location</th>
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| **Infrastructure on-site monitoring & supervision:**
  Provide support for on-site supervision, site inspection, commissioning and handover of project infrastructure sites to ensure quality, cost effectiveness, progress and compliance with the technical specifications and general works scope | All site infrastructure activities are implemented to quality, scope, time and technical specification requirements | Continuous through contract duration | Harper / Sinoe / Zwedru / Voinjama |
| **Contract administration support and onsite coordination**
  Development and maintenance of construction plans, tracking milestones and specific outputs including the corresponding payment certificates; Close monitoring of works to anticipate issues that would influence budget and completion dates; and Close liaison with stakeholders, project progress reporting and signing off works. | Timely processing of interim payment certificates and resolution of site issues | | |
| **Technical Knowledge/Capacity building of site teams and compliance regulatory requirements:**
  Provide technical knowledge, capacity building and training of site teams and ensure compliance with regulatory approvals for Health Safety and Environment management requirements | All site infrastructure activities comply with the necessary HSE regulatory | | |
**MINIMUM ORGANIZATIONAL REQUIREMENTS**

**Education:**
- A Bachelor’s degree in civil engineering, construction engineering or related field.

**Technical Experience (required):**
- A minimum of 5 years’ relevant professional work experience in the field of construction (i.e. supervision of works, reading of technical construction/working drawings (blue prints), etc.
- Demonstrated team building, decision making, problem solving, management and leadership skills required
- Experience working with the UN system or international organizations will be considered an advantage
- Preferable should have a valid driving license.

**General Functional Skills:**
- Strong communication skills (oral and written). Ability to work as a member of a team with good inter-personal communication skills.
- Demonstrates leadership skills with ability and willingness to face challenges, solve problems, and motivate others, while maintaining effective relations (internal and external).

**Languages:**
- Fluency in written and spoken English (fluent) is required.
REQUIRED COMPETENCIES

Core Values

WE LIVE AND ACT WITH INTEGRITY: work honestly, openly and impartially.

WE SHOW PROFESSIONALISM: work hard and competently in a committed and responsible manner.

WE RESPECT DIVERSITY: work together effectively, respectfuely and inclusively, regardless of our differences in culture and perspective.

Key Competencies

WE FOCUS ON PEOPLE: cooperate to fully reach our potential and this is true for our colleagues as well as our clients. Emotional intelligence and receptiveness are vital parts of our UNIDO identity.

WE FOCUS ON RESULTS AND RESPONSIBILITIES: focus on planning, organizing and managing our work effectively and efficiently. We are responsible and accountable for achieving our results and meeting our performance standards. This accountability does not end with our colleagues and supervisors, but we also owe it to those we serve and who have trusted us to contribute to a better, safer and healthier world.

WE COMMUNICATE AND EARN TRUST: communicate effectively with one another and build an environment of trust where we can all excel in our work.

WE THINK OUTSIDE THE BOX AND INNOVATE: To stay relevant, we continuously improve, support innovation, share our knowledge and skills, and learn from one another.

Interested applicants are requested to submit their applications through the UNIDO portal (go to http://www.unido.org/employment.html, then click on “Create candidate Profile”, and follow the easy step-by-step procedures).