



JOB VACANCY

SOLIDARITES INTERNATIONAL launches the **external recruitment** of a

BASE	Central Myanmar
POSITION	WATSAN Supervisor (Earthquake Response) - 3 positions

PRESENTATION OF THE ORGANIZATION

SOLIDARITES INTERNATIONAL (SI) is an international humanitarian NGO which, for more than 40 years, has been providing assistance to populations affected by armed conflicts and natural disasters by meeting their vital needs for food, water and shelter. Particularly involved in the fight against diseases linked to unsafe water, the first cause of death in the world, SI's interventions provide expertise in the field of access to drinking water, sanitation and hygiene promotion, but also in the essential area of food security and livelihoods. Present in around twenty countries, SI's teams - 2000 people in total made up of expatriates, national staff, permanent staff at headquarters, and a few volunteers - work with professionalism and commitment while respecting cultures.

Solidarités International (SI) is determined to prevent and fight all type of abuse – all act of exploitation, abuse and/or sexual harassment (SEAH) against members of beneficiary communities or collaborators, fraud, corruption, violation of persons and/or property, funding of activities harmful to human rights – that could be perpetrated in the frame of its interventions. SI implements a zero-tolerance policy regarding acts of SEAH.

Solidarités International is an equitable employer committed to fight all forms of discrimination. SI will never ask for any remuneration to take part in a recruitment process.

ABOUT MYANMAR MISSION

Solidarités International (SI) is operating in Myanmar since May 2008. SI's current programs in Myanmar include:

- Provision of life-saving and humanitarian assistance to families affected by violence in Rakhine State. This program is currently implemented in IDP camps, host and surroundings communities in Sittwe, and Pauktaw Townships.
- Emergency response to conflict-affected populations in Kachin State through improved access to water, sanitation and hygiene as well as food security and livelihood activities.

Position: WATSAN Supervisor

Desired Start date: May 2025
 Contract duration: 7 months
 Probation Period: 6 weeks
 Location: Central Myanmar

MISSION / OBJECTIVES

Under the supervision of the WATSAN Activity Manager, the WATSAN supervisor plans, implements and monitors WATSAN related activities in line with agreed work plans, strategies and methodologies. He/she provides full support and training to the construction and sanitation team on assigned program activities and ensure that SOLIDARITES INTERNATIONAL recommendations and procedures are followed. He/she ensures that WATSAN activities are well executed and deliver quality results where appropriate, proposes adjustments or developments to ensure relevance.

DESCRIPTION OF THE POSITION

Under the direction and supervision of the WATSAN Activity Manager, the main tasks to be implemented are:

SETTING UP THE ACTIVITIES / CONTROL AND SUPERVISION

- Plan the weekly activities for his/her team and have them approved by the WATSAN activity Manager:
 - Plan human resources need (daily workers, workers...)
 - Plan tool and material needs (request from stock)
 - Anticipate administrative issues (requests in advance)
 - Anticipate logistics issues (transport, communication means...)
- Organize and carry out, with his/her team, tasks assigned by the WATSAN Activity Manager.
- Supervise and monitor each stage of activity.
- Ensure that standards and instructions given by the WATSAN activity Manager, as well as Solidarités procedures, are followed
- Respect schedules and deadlines agreed upon the WATSAN Activity Manager identify and report back any problems and constraints encountered during the activities and suggest to the WATSAN Activity Manager ways of improvement on WATSAN activities and problem solving
- Participate to all necessary needs assessment, follow the evolution of needs throughout project implementation, assess both positive and negative impacts of activities and propose relevant adjustments of project activities and work plan.
- Ensure quantitative and qualitative follow up of activities using management, monitoring and evaluation tools defined by construction Manager
- Help the data collect and follow up of WASH infrastructures in link with MEAL team.

LOGISTICS AND ADMINISTRATION

- Participate in the recruitment of his/her team, lead the induction, training on water elements, strategies and methodologies a of his/her team and appraisal of his/her team
- When recruiting daily workers, follow procedures and directives outlined by WATSAN Activity Manager and the administrative service
- Consolidate cash needs for weekly daily workers and contractors, liaise with the WATSAN Activity Manager for cash supply and supervise the payment in compliance with SI rules.
- Anticipate and communicate logistics needs (transports, material...) to WATSAN Activity Manager
- Supports procurement and distribution of WATSAN materials in the field (follow up Internal Order Form/ through link software, out of stocks on the field, order of payments)
- Support the WATSAN program teams to follow up the contracts related to programs,
- Ensure a constant link with the logistic team,
- Ensure that the WATSAN materials are in stock in an appropriate location in the field
- Enforce and ensure that safety procedures are followed by members of his/her team

REPORTING / COORDINATION / COMMUNICATION / REPRESENTATION

- Reports every week to WATSAN Activity Manager regarding progress on activities according to format
- Report to Line Manager information related to WATSAN activities and security context or any event that may affect SI activities and security
- Compile programs follow up tools and sanitation and construction officers' reports under his/her supervision to provide clear vision of the WATSAN activities and progress of construction, and provide weekly written report to construction Manager
- Regularly updates standard tools for the collection and monitoring of information under the supervision of the Construction Manager,
- Under the responsibility of the WATSAN Activity Manager:
 - Participate in the distillation and analysis of data collected
 - Collect and transmit to the team any statistics linked to monitoring
 - Keep his/her monitoring tools and files archived in the Solidarités office, accessible to WASH Program Manager but secured.
- Ensures close coordination with logistics and administrative departments in compliance with Solidarités International rules and procedures
- Participates in Team and General Meetings and any other meeting related to the carrying- out of activities and to project objectives upon request

- Establish and maintain good relations with the local participants, communities and follow activities implemented by other organizations in Solidarités International's area of intervention and report to the activity Manager

ORGANIZATIONAL CHART POSITION

- Line manager: WATSAN Activity Manager
- Functional manager: Deputy WASH coordinator

PROFILE FORSAKEN

Studies :

- Bachelor degree, preferable Civil, Sanitation, sanitation engineering, environmental science or Diploma in construction management or equivalent

Experience :

- 2 years' experience in a similar position (preferably construction or WATSAN)
- 2 years' experience in INGOs

Technical Skills :

- Basic knowledge of Design, Drawing and BOQ of WATSAN structures.
- Development of the construction work and resource plan, Skills and experience on safe construction management
- Maintenance of the WATSAN facilities, Organization and management of WASH services

Transversal Skills :

- Able to work under pressure and intense environment during conflict and disaster
- Team Management and building Skill
- Good Reporting, communication skills and active listening

Language :

- Full professional proficiency in English and Myanmar

IT :

- Good command of Excel, Word, PowerPoint, Outlook and Teams

SI WILL OFFER YOU

Salary: 690 USD

Social benefits: SI Medical coverage, 12 days of Annual leaves, Public Holidays per year, yearly ended bonus.

Thank to send your application with a resume, cover letter, copy of diplomas, and work certificate, to SOLIDARITES INTERNATIONAL office at No. 69 (A), Kanbawza Street, Golden Valley, Bahan Township, Yangon, Myanmar.
or by email to ygn.recruitment@solidarites-myanmar.org

Deadline for submitting applications: 19th May 2025 (5:00 pm)

Important to be considered, the position you want to apply for has to be specified on the envelope or as the subject of your e-mail.

Solidarites International reserves the right to select a candidate and finalize the recruitment before the final date.

Only short-listed candidates will be notified.

Solidarites International has a zero-tolerance policy on any kind of abuse, exploitation and fraud. Solidarites International expects full commitment of its employees with SI Charter, Code of Conduct including PSEA policy.