



 This employer is no longer accepting CVs for this job, it has been deactivated by the company's administrator.

**Consultant (Refurbishment of NSCs)**[Apply Now](#)[Print](#) |

**Industry:** N.G.O./Social Services

**Category:** Health & Medicine

**Total Position:** 2

**Job Type:** Consultant ( First Shift (Day) )

**Department:** WHO

**Job Location:** Peshawar, Islamabad

**Gender:** No Preference

**Minimum Education:** Bachelors

**Degree Title:** Please refer to Job Description section for details.

**Career Level:** Consultant

**Minimum Experience:** 2 Years(Please refer to Job Description section for details)

**Apply By:** Oct 28, 2024

**Posted On:** Oct 14, 2024

**Job Description****1. Purpose of the Consultancy/Background**

Purpose of the consultancy is to provide support in the refurbishment of Nutrition Stabilization Centres (NSCs) as per quality standards/specifications and to oversee the refurbishment works at provincial level

**2. Planned timelines** (subject to confirmation)

3-4 months, to start as soon as possible.

**3. Work to be performed**

- Prepare the BOQs, specifications and drawings of each Nutrition Stabilization Centres (NSCs).The scope of BOQ, specifications & drawings should cover all required disciplines architectural, structural, electrical & mechanical works.
- Assist the tendering phase by providing replies to all tender queries that may arise during the procurement process.
- Helps the WCO in analyzing the technical offers received from contractors & ensure that the technical offers are aligned with the tender documents prepared.
- Ensure that all Refurbishment works are carried out as per Drawings, SOW/Technical Specification and BOQ.
- Control the quality of refurbishment works related to civil/Plumbing/electrical engineering in Nutrition Stabilization Centres (NSCs).
- Coordinate with Contractor for smooth carrying out the works as instructed.
- Prepares schedule of works and verify contractor's timetable.
- Records work force, work done by contractor.
- Make sure that construction materials/items used by contractor is as per SOW/ Technical Specification and BOQ.
- Ensure that contractors' work is done properly, correctly, in compliance with the terms and conditions, in accordance with timelines and in a safe manner.
- Certify all payment certificates done submitted by the contractor according to quantities done on site
- Assists in measurement of contractor's works to determine the quantity and detail check work as per specified on drawings, SOW/Technical Specification and BOQ.

- Arrange for the preliminary handing over between the contractor & district of health officials
- Properly check and verify the contractor's completion certificate and submit to Procurement department for further process.
- Maintains liaison with District Health Officials to facilitate the Contractor for refurbishment works.
- Daily report the progress of refurbishment works.
- Frequently arrange the meeting with contractor's representative to monitor the progress of project and solve the technical problem as and when required.

**Output 1: Countersigned the Contract.**

**Output 2: Preparation of BOQs and Drawings of Refurbishment Works of all Nutrition Stabilization Centres (NSCs) allocated.**

**Output 3: Completion of Construction/Refurbishment Works in 50% Nutrition Stabilization Centres (NSCs) allocated.**

*Deliverable 1: Supervision and verification of construction work carried out on site accordingly verification of invoices submitted by contractor.*

*Deliverable 2: Coordination and liaison with local authorities and Government counterparts.*

*Deliverable 3: Coordinate with construction firm for execution as per drawings, and specification in accordance with contract of construction firm.*

*Deliverable 4: Ensure that works are undertaken according to given timelines as per schedule.*

*Deliverable 5: Anticipate problems and suggest solution to minimize complexity.*

*Deliverable 6: Preparation of detailed weekly & monthly progress reports on status of construction,*

*Deliverable 7: Identification of issues at site and proposed solutions, identifying weak areas and highlighting potential risks.*

*Deliverable 8: Ensure that works that all construction sites meet the relevant health & safety standards.*

*Deliverable 9: Evaluation/Inspection of site before Handing/taking over that works have been completed as per BOQ, specifications and quality standards.*

**Output 4: Completion of Construction/Refurbishment Works in 50% of Nutrition Stabilization Centres (NSCs) allocated.**

*Deliverable 1: Supervision and verification of construction work carried out on site accordingly verification of invoices submitted by contractor.*

*Deliverable 2: Coordination and liaison with local authorities and Government counterparts.*

*Deliverable 3: Coordinate with construction firm for execution as per drawings, and specification in accordance with contract of construction firm.*

*Deliverable 4: Ensure that works are undertaken according to given timelines as per schedule.*

*Deliverable 5: Anticipate problems and suggest solution to minimize complexity.*

*Deliverable 6: Preparation of detailed weekly & monthly progress reports on status of construction,*

*Deliverable 7: Identification of issues at site and proposed solutions, identifying weak areas and highlighting potential risks.*

*Deliverable 8: Ensure that works that all construction sites meet the relevant health & safety standards.*

*Deliverable 9: Evaluation/Inspection prior of site before Handing/taking over that works have been completed as per BOQ, specifications and quality standards.*

#### 4. Technical Supervision

The selected Consultant will work on the supervision of:

- *Responsible Officer:* Head of Sub-Office
- *Manager:* WR/Head of Mission, Pakistan

#### 5. Specific requirements

- **Qualifications required:**

Bachelor's degree in civil engineering, Construction, Project Management or in a relevant engineering discipline is required.

- **Experience required:**

Minimum 2 years of relevant experiences and working knowledge of most aspects of the building construction/renovation works and preparation of BOQs. The candidate should have the confidence to effectively control the works to be carried out by contractors. The Engineer should have the ability to make good technical decisions in the face of inevitable construction questions and problems troubleshooting.

**Skills / Technical skills and knowledge:**

- Working Knowledge of Microsoft Office software applications.
- Expert Knowledge of AutoCAD Software.
- Ability to provide technical advice and design and undergo assessment, and recommendations.
- Good interpersonal skills, team working, time management

**Language requirements:**

- Excellent knowledge of both English & local language is essential.

**6. Place of assignment**

A total of two consultants will be hired: one for Khyber Pakhtunkhwa and Balochistan, based in Peshawar, and one for Punjab, Sindh, Azad Jammu and Kashmir, and Gilgit-Baltistan, based in Islamabad.

**7. Medical clearance**

The selected Consultant will be expected to provide a medical certificate of fitness for work.

**8. Travel**

The Consultant is expected to travel frequently to construction sites according to the itinerary and schedule etc.

*All **travel arrangements** will be made by WHO – WHO will not be responsible for tickets purchased by the Consultant without the express, prior authorization of WHO. While on a mission under the terms of this consultancy, the Consultant will receive **subsistence allowance**.*

---

[Help](#)

Contents and Compilation ©2024 Rozee.pk | ©2024 All other Rights Reserved to United Nations.

Powered by



[Jobs in Pakistan](#)