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**REPÚBLICA DEMOCRÁTICA DE TIMOR-LESTE
National Disaster Management Directorate**

Building Disaster/Climate Resilience in Communities along the Dili Ainaro and Linked Corridors

TERM OF REFERENCE

Project Civil Engineer

(2 Positions – Based in Municipality of Viqueque and Covalima)

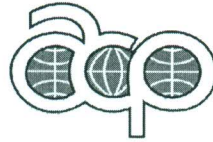
Reference Number. 04/MSS/DNARH/XI/2016

Expected Start Date : January 2017
Duration : 15 Months
Position Available : 2 Posts Based in Municipality of Viqueque and Covalima
Salary Expectation : Gross annual Salary & Remuneration US\$ 8,400 – US\$ 9,000 base on the qualification and experiences.

I. Background

The Building Safety and Resilience in the Pacific Project (ACP-EU BSRP) is a five year €19.367 million initiative funded by the European Union through the 10th European Development Fund (EDF 10). The projects overall objective is to reduce the vulnerability as well as the social, economic and environmental costs of disasters caused by natural hazards, thereby achieving regional and national sustainable development and poverty reduction goals in Pacific ACP states. It is implemented regionally by the Secretariat of the Pacific Community in 15 Pacific ACP states – Cook Islands, Federated States of Micronesia, Fiji, Kiribati, Marshall Islands, Nauru, Niue, Palau, Papua New Guinea, Samoa, Solomon Islands, Timor Leste, Tuvalu and Vanuatu.

Timor – Leste is part 15 countries in the Pacific area that implement the Building Safety and Resilience in the Pacific Project and it is expected that interventions carried out will contribute to the overall project goal of reducing vulnerability and achieving sustainable development and poverty reduction in the ACP states.



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This is part of the broader goal of reducing vulnerability from floods by the National Disaster Management Directorate (NDMD). Both municipalities are located very close to the coast and a large portion of the populated areas are on flat lands.

II. Main Responsibilities

Under the guidance of BSRP Project Manager/Project Coordinator in Timor Leste, both Civil Engineers will be responsible for Evacuation Center construction that implemented in municipality of Covalima and Viqueque.

He/She will supervise and monitor evacuation Center construction that implemented by selected contractor by tender process.

Prepare progress Report to BSRP Project Manager monthly and inform for any further necessary action if the contractor implements the project construction with not follows the construction design and procedures.

III. Scope of Work

The successful Candidate will be:

Developing Construction Design

- Prepare relevant technical documents and supporting documentation needed to include in the bidding documents package for hiring firm(s) to carry out the pre-construction work and the construction work.
- Detailed design of the proposed buildings and services for the Timor Leste including architectural drawings, structural drawings, services (electricity network, mechanical cooling where required, telecommunication network, potable water storage and distribution, sewage reticulation system, wastewater treatment and disposal system, standby power, site storm water collection and disposal; onsite works, such as landscaping, internal access, car parks, retention walling, fencing etc.);
- Provide technical advice to SPC and Timor Leste Tender Board in order to respond to requests for technical clarification during the bidding process and support for assessing bids from companies for the works contracts required for site preparation and construction;
- Develop or review the required technical, design, site preparation and construction documents.
- Budgetary estimates for the proposed building and on site works;
- Works Bidding documents in conformity with the laws of Timor Leste and in line with the procurement guidelines of SPC

