



## **REQUEST FOR C.V. OF INDIVIDUAL WATER PROJECTS MANAGEMENT CONSULTANT**

### **Project Manager (PM) for AFD-financed projects at the Palestinian Water Authority**

#### **Back ground**

AFD-financed projects in the water and sanitation sector in Palestine currently represent an active portfolio of financing agreements worth 82 M€. 40% of these commitments are in water supply infrastructure while 60% are in the water sanitation sub-sector. 80% of the investment is found in the West Bank while 20% is in the Gaza Strip.

The projects to be followed by the PM are the following ones:

1. Mysilia sanitation project, in Jineen governorate, works cost estimate: 4 M€ (design and build), expected to start in June 2016 + Consultancy contract for supervision.
2. Bethlehem water project, including a delegation of funds from the Netherlands, works value: 13.5 M€, started January 2015 + Consultancy contract for design and supervision.
3. Al Yamoun water supply project, in Jenin governorate, works cost estimate: 8 M€, expected start in autumn 2016 + Consultancy contract for design and supervision.

#### **Main responsibilities**

- The Project Manager (PM) reports to the Head of the PWA PMU.
- The project manager is mainly responsible for the management of works and consultancy contracts for the above mentioned 3 projects. In all cases, the supervision of works has been delegated by PWA to Consultancy companies.

The PM works in close coordination with Joint Service Councils and other water service providers (WSP) as well as with the PWA PMU local teams in the different projects' areas. The TOR is available on the PWA website: [WWW.PWA.PS](http://WWW.PWA.PS) under advertisements.

#### **a. Administrative and legal aspects**

- Monitor administrative and legal aspects as per financing agreements signed between AFD and the Palestinian Authority.
- Prepare, submit and follow up donor's clearances and no objections.
- Depending on the nature of the authorisation needed, and depending on the responsibilities of the financing agreement, applicable MoU and contracts, assist PWA/the WSP/the Contractor/the Consultant in requesting/following authorisations from different authorities including: VAT exemptions, registration procedures for international companies, equipment import procedures, Palestinian and Israeli building and works permits, environmental and antiquities authorities approvals, international staff work/stay permits, any other authorisation needed for the implementation of the project.
- Follow-up land issues: land allocation procedures, town planning decisions, former owner's compensations, right of way issues on work sites, coordination with other partners when contemporary works create conflicts over access to site issues.



## b. Procurement process

- Review, elaborate and endorse tender/bidding documents for consultancy services at all steps of the bidding process including Expression of Interest, Request for proposal, evaluation, Negotiation and Contract Agreement.
- Review, elaborate and endorse tenders/bidding documents for equipment and works at all steps of the bidding process including Prequalification, Request for Proposal (including review of BoQs and technical specifications), bids evaluation and Contract Agreement.
- Prepare the Contract Documents, Contract Addendums, response to contractual claims and compensations.

## c. Technical and financial monitoring

- Depending on the provisions of the financing agreements, specific project MOUs and different consultancy, works and equipment contracts, which define roles and responsibilities of the different parties, the PM will be in charge of the following:
  - Follow up, monitoring and approval of consultancy assignments, time schedules, work plans and methodologies, deliverables and payment certificates for consultant.
  - Follow up, monitoring and approval of time schedules, work plans and methodologies, deliverables inspections, payment certificates for contractors and suppliers.
  - Review and approve designs, construction drawings and operation of water projects such as groundwater production and monitoring wells, water supply networks, reservoirs, pumping stations, wastewater treatment plants and sewerage networks.
  - Conduct technical assessments of maintenance/renovation needs for water and sanitation infrastructure and equipment.
  - Follow-up of operations and maintenance of water supply facilities.
  - Follow up the project field activities and ensure compliance with the quality and accountability standards.

## d. Monitoring of works

For all 3 projects mentioned in the portfolio description:

- The PM will attend monthly progress meetings
- The PM will attend weekly progress meeting on a bi-weekly basis.

Hence the PM will typically visit two projects per week, in Tubas, Jenin and Bethlehem areas.

## e. Reporting

- Keep records of all project documents and prepare monthly overview tables as well as quarterly and annual progress reports in line with AFD's procedures and financing agreements requirements, including environmental and social management plans provisions.
- Liaise with other agencies/government bodies/donors to ensure coordination and works suitability.

## f. Others

- If the workflow requirements from the 3 portfolio projects allows, the PM might be asked to work on minor tasks related to other AFD-financed projects



## Job Requirements

- **5-year engineering degree in Civil Engineering or Water and Sanitation Engineering or Construction Management; or Equivalent degree**
- At least 8 years' experience in design, supervision and management of infrastructure projects.
- And at least 3 years in construction management of water and sanitation infrastructure projects.
- Previous experience with the management of internationally financed projects.
- Oral and Written English language proficiency.
- Good command of Office package including Excel and in maintaining and updating project paperwork and progress reports on a regular basis and as requested by **Head of PWA**.
- Driving license an advantage, options will be studied to identify the most suitable option for mobility

## Personal Skills and Qualifications

- Excellent communication, reporting and coordination skills.
- Excellent planning, follow up & monitoring and administration skills.
- Initiative, self-reliant and cooperative.
- Excellent time and organizational management skills.
- Excellent ability to work under pressure and carry out multiple tasks .
- Ability to travel to works monitoring missions twice a week, in Tubas, Jenin and Bethlehem areas

**In order to evaluate the most suitable candidate on the same evaluation basis, an individual consultant will be selected on the following criteria that should be demonstrated in the CV:**

- a) General qualifications (studies – diplomas)
- b) Adequacy for the Assignment
- c) Relevant experience

The application should include a Curriculum Vitae (CV) and a cover letter showing the suitability for the position (in English). The application should be submitted to the attention of Mr. Raed Sawaftah (Email:raed\_sf@yahoo.com) and copy to Eng. Sadi Ali (Email:Sali@pwa-gpmu.org) no later than

Tuesday, July 12 2016

**Minister**

**Eng. Mazen Ghunaim**

**Head of PWA**