



Embassy of Italy to Sudan

**"Support Migrants and Host Communities in improving Access to Safe Water and Sanitation -Eastern Sudan"  
EUTF SDN 11**

*Program funded by the European Union and implemented by the Italian Ministry of Foreign Affairs and International Cooperation and the Italian Agency for Development and Cooperation*

**Delegation Agreement no. T05-EUTF-HOA-SDN-11-01**

**PROFESSIONAL VACANCY ANNOUNCEMENT NO. SDN11 01/2017**

**TEAM LEADER (Program Coordinator)**

In accordance with the Italian Decree 165/2001 art. 7 co.6, the Italian Embassy in Sudan assisted by the Sudan - Office of the Italian Agency for Development Cooperation, intends to recruit a Team Leader (Program Coordinator) in the framework of "Support Migrants and Host Communities in improving Access to Safe Water and Sanitation -Eastern Sudan – " EUTF SDN 11 (hereafter referred to as "the Program"), financed by the European Union and implemented by the Italian Ministry of Foreign Affairs and International Cooperation.

The contract will be for no 32 months (up to the end of the Program).

**PROGRAM DESCRIPTION**

The programme, **"Support Migrants and Host Communities in improving Access to Safe Water and Sanitation -Eastern Sudan – "** is a component of a larger 15 M\_EUR intervention funded by the European Union Emergency Trust Fund for Stability and Addressing the Root Causes of Irregular Migration and Displaced Persons in Africa: ***the Regional Development and Protection Programme (RDPP) in Sudan: Enhancing alternatives to first and secondary movement from Sudan***".

The main scope of the *Component* implemented by Italian Cooperation, is *To improve access to water sources – for human and livestock – to sanitation and hygiene services for host communities, migrants, refugees and IDPs in Kassala (Girba Locality) and Gedaref (Alfeshaga and Basonda Localities).*

The most crucial intervention areas are:

- Improving water sources and sanitation facilities, for the refugee camps and in neighbouring villages in favour of the host communities:
  - rehabilitation/construction water sources for human and agricultural/livestock use;
  - support waste management and disposal, especially in Girba Town;
- providing latrines/sewage systems to schools and health facilities in camps and neighbouring villages
- Providing capacity building to local authorities to administer/manage water systems
- Promoting hygiene and sanitation practices at community level.

**Expected start of employment:** at the end of the selection process.

**Duty station:** Khartoum with frequent duty travels to the areas of intervention.

**Remuneration:** Euro 6.300 gross/monthly according to Italian Decree n. 1988/128/000863/3-ISE 2016

## **1. KEY FUNCTIONS**

The Team Leader (Program Coordinator) will carry out his/her duties and responsibilities under the supervision and in close coordination with the Ambassador of the Embassy of Italy, the Head of the Sudan Office of the Italian Agency for Development Cooperation (AICS) and AICS Sudan Health Program Coordinator. He/she will lead the Program Management Unit by supervising and coordinating activities and monitoring the achievement of the expected results.

In particular, the Team Leader will be directly responsible to:

- Ensure the overall technical and administrative management of the Program.
- be responsible for running and supervising water, sanitation and hygiene program at all stages of the project Implementation cycle
- Liaise with concerned WASH Federal and States Ministries to ensure the full harmonization and alignment of the initiative to the national policy, strategies and plans
- Liaise with the concerned stakeholders at central and local level, partners institution, International Multilateral Agencies and INGOs, CSOs and CBOs.
- Liaise with EU Delegation in Sudan
- Ensure coordination and synergies with all other Humanitarian and Development initiatives implemented by the Italian Agency for Development Cooperation (AICS) and provide expertise for highest impact and results
- Ensure appropriate design, construction and implementation of WASH hardware according to technical standards, as well as proper maintenance and use of WASH equipment.
- Develop and ensure the use of appropriate techniques and materials for hygiene promotion and training.
- Provide technical support, training and capacity building.
- ensure the full integration of Health-WASH-Nutrition interventions in the beneficiary communities
- Design and implement the GOP in line with Annex I "Description of the Action and Description of the Delegated Tasks" in coordination with AICS offices and with PMU support.
- Support AICS to prepare Term of Reference (ToR) for the selection of short and long term local experts and participating when requested in their selection.
- Manage the budget of the Program.
- Coordinate the technical formulation of tenders and calls for proposal for grants, services, works and supplies' contracts jointly and in coordination with the (Legal) procurement and administrative Officer and with supervision and collaboration of AICS.
- Monitor the technical and financial aspects related to the awarded contracts.
- Ensure the timely preparation of all technical and financial reports as requested by the EU and MAECI-DGCS.
- Assist external technical and evaluation missions, including auditing, and organizing all the documentation required.
- Promote the communication and information activities according to the EU's guidelines, including ceremonies, workshops and events related to the Program.
- Contribute to the update of the communication and visibility Program plan.



- Perform any other activity required for the correct implementation of the Program.

## 2. REQUIREMENTS

### Essential requirements

#### Education:

- a. University degree (level 7 European Qualification Framework EQF) in WASH related studies (engineering, public health, geology, Water and Sanitation etc.).

The candidates can avail themselves of the equivalences for the admission to public competition, published on the web-site of the Ministry of the Education, University and Research [www.miur.it](http://www.miur.it).

Other degrees/diplomas (level 6/5 European Qualification Framework EQF) will be considered when matched with qualified professional experience in the sector of intervention.

#### Language:

- b. English both written and spoken: C1 European level.
- c. Italian, if not mother tongue, both written and spoken: C1 European level.

#### Experience and competencies:

- d. Minimum 5 year post-graduate progressive experience in the WASH sector
- e. Minimum 2 year previous experience as Program Coordinator in WASH Programs/Public Health Programs with managerial and coordination responsibilities with international organizations and/or governmental and non-governmental bodies, including CSOs and Local authorities.

The following preferred requirements will also be taken into consideration:

- Post-graduation degrees (Master/Specialization-Doctorate) in WASH subject relevant for the intervention
- excellent knowledge of programing cycle/theory of change
- excellent capacity on reporting in writing and verbally in the language of the program (English)
- knowledge in developing countries humanitarian/development programs on water supply (networks, gravity flow systems, wells or boreholes), safe excreta disposal, disposal of runoff water and wastewater, collection and disposal of refuse, medical waste management, vector control.
- Proficient in using computers including Microsoft programs, spread sheet, Email (outlook) and internet
- Knowledge of the procedures of the Italian Development Cooperation, as well as European Union's procedures (e.g. EU-EuropeAid) also covering funds management.
- Working experience in the preparation and revision of tender documents and calls for proposal.
- Experience to work in collaboration and partnership with national and local Government bodies as well as other international/national counterparts and donors, especially the EU.
- previous experience in organizing, managing and chairing meetings, workshops/seminars and conferences

- very good communication skills (verbal and writing) and capacity to prepare and submit presentations
- knowledge of Arabic (basic)
- Previous experience in the Country/Region indicated in this vacancy
- Being immediately available to hold the appointment

### **3. EVALUATION OF APPLICATIONS**

The selection will be conducted by an Evaluation Commission, appointed by the Ambassador, according to the following criteria:

#### **Education, experience, competencies and preferred requirements (Max 70 points)**

Verification of the possession of the essential and preferred requirements according to the documentation submitted by the candidate, with particular reference to academic titles and professional experience. Candidates scoring at least 55 points will be included in the shortlist and will be invited for an interview.

#### **Interview (Max 30 points)**

The interview will be carried out through audio/video connection (e.g. Skype), or at the premises of Embassy in Khartoum.

English competencies and communication skills will be verified during the interview.

No reimbursement will be granted to those travelling to Khartoum for the interview.

Candidates scoring at least 70 points at the end of the process will be included in a final list of endorsed candidates valid till the end of the program.

Youngest candidates will be preferred in case of a final equal score.

### **4. HOW TO APPLY**

The submission of the application duly signed should indicate the number of the vacancy announcement. The application shall be written in English and include the attached form Legally Binding Statement (according to art. 46 of Italian D.P.R. 28.12.2000 n. 445), indicating:

- a. Surname, name, date and place of birth.
- b. Residence.
- c. Citizenship.
- d. Only for Italian citizen, specify the name of the municipality where the applicant is registered for the electoral roll.
- e. Absence of conviction for any criminal offence or of any criminal process pending.
- f. No involvement in current legal or penal action for crimes against Public Administration.
- g. Studies certificates indicating the dates of issue and the names of Academic Institutions.
- h. Fully possession of political and civil rights.
- i. Not having being dismissed for fault from employment by a Public Administration office.

Any false declaration will incur penal sanctions according to article 76 of Italian D.P.R. 28.12.2000, n. 445.



The application shall also include:

1. Motivation letter in English.
2. Copy of valid Passport.
3. Curriculum vitae in English (Europass format).
4. A declaration to be immediately available to hold the appointment

The applicant should also provide a telephone number and an email address for communications. The applicant must communicate any changes occurring after the submission of the application for this vacancy. The signed application and all attachments should be received **before 12:00 (Central European time) on the 15<sup>th</sup> November 2017** at the following email address: [recruitment@coopitsudan.org](mailto:recruitment@coopitsudan.org)

We encourage applicants to submit the application well before the deadline date. The subject of the email must contain the vacancy announcement number.

#### **5. EXCLUSION FROM SELECTION PROCEDURES**

Applications containing the following defects will not be considered:

- i. Application without all documents listed at point 4. of this announcement
- ii. Applications without essential requirements a,b,c,d,e at point 2. of this announcement
- iii. Application not signed
- iv. Application received after the deadline stated in this announcement

#### **6. RESULTS OF THE SELECTION**

Only short-listed candidates will be informed of the results of the selection process.

#### **7. PROTECTION OF PRIVACY**

The candidates will give their unambiguous consent to the use of their personal data for the purpose of this selection process (Italian D. Lgs. 196/2003).

#### **8. PROTECTION CLAUSE**

At any stage of the selection process, the Italian Embassy in Khartoum has the right at its own complete discretion to terminate the recruitment process.



The Ambassador  
Fabrizio Lobasso