



**Engineering Technician
for
RECOVER AND IMPROVE LIVELIHOOD EARTHQUAKE AFFECTED
FAMILY PROJECT**

Expected Starting Date: May 1, 2021
Duration: 5 months

General Philosophy

Identity Statement: ADRA Indonesia (ADRA INDONESIA) is a humanitarian organization working within an internal network of the Seventh-Day Adventist Church that demonstrates God's love and compassion.

Mission: ADRA INDONESIA works with people in poverty and distress to create just and positive change through empowering partnerships and responsible action encouraging harmonious co-existence.

ADRA INDONESIA has been working in Indonesia since 1981 and was registered on June 21st 1991 as a Local Non-Governmental Organization (NGO). Through its work ADRA INDONESIA promotes the values of humility, understanding, assistance, teamwork, collaboration, transparency and accountability. ADRA INDONESIA aims to build a positive working environment through value-based management that incentivizes hard work, discipline and reliability.

Project Background

In September 2018 an earthquake hit Central Sulawesi, resulting in landslides and liquefaction that led to extensive loss of lives, homes, farmland and assets; Sigi district was particularly affected. In December 2018, ADRA Indonesia conducted a situation assessment which identified the following needs and issues preventing recovery: (1) food insecurity and reliance on food assistance; (2) loss of livelihoods and facilities; (3) declining household income as a result of damaged agricultural land, loss of livestock and lack of inputs and technology; and, (4) lack of technology, business literacy skills, capital, and weak access to market for successful livelihood activities.



The RILEAF : Recover and Improve the Livelihood of Earthquake Affected Families in Central Sulawesi, Indonesia project aims to recover the income generating of disaster-affected households by normalization or restoration of tertiary canals of the existing irrigation system, provide support to hundreds of households of the most vulnerable groups so they can purchase agriculture inputs and restart their agriculture business, training farmers groups in improved practices in crop production and livestock management, Cash for Work to provide short term employment opportunities to vulnerable families, and trainings for the P3As about water management, proposal writing and DRR planning.

Essentially, engineering officer workers help communities to help themselves. This profession is all about working alongside members of troubled communities, inspiring them, supporting them, and offering them guidance and opportunities for initiating livelihood and making improvements to their own community. The position requires the appropriate educational qualifications and solid experience working in diverse rural communities and a positive and pleasant attitude. Strong coordination with internal and external stakeholders will be a requirement and a competency in managing these relationships will be deemed as vital. Working with the ADRA INDONESIA Palu office and Jakarta head office on donor relations, standard reporting and effective project management are central to this role. Respect for women, children, differently-abled and all who the project encounters is a standard requirement of ADRA INDONESIA.

Title	Engineering Technician
Educational Qualification	Bachelor's Degree in Engineering
General Experience Requirements	At least 1 year (one) of experience working in the related field is required for this position
Specific Experience and Skills	Experience facilitating community mobilization and meetings. Specialized in Engineering – Civil/Construction Able to use Autocad, and Sketch-UP, ArcGIS/QGIS Understanding RAB Good in communication and negotiable Ready to work under pressure Willing to work at the site
Computer skills requirements	Proficiency in MS office package.
Language Requirements	Fluency in Bahasa and passive in English.
Salary/Benefits	As per contract
Location	Palu (Central Sulawesi)
Amount of Travel	Constant travel to the field sites.
Reports to	Project Officer and Project Manager
Staff supervision	-

1. Duties and Responsibilities, but not limited to;

- Make a weekly work plan and discuss it with the supervisor.
- Maintain all records of activities.



- Develop a report to your supervisor about the plan and implementation activities, challenges and results.
- Coordinate with other project staff of another component of the project during planning and implementation of the program.
- The Engineering Technician will be in charge of the topographical study of the area, technical surveys related to the project and defines the best intervention design working in close consultation with the local authorities and communities;
- The Engineering Technician will be in charge of the agronomy studies, to set up the irrigation needs depending on the cultures and on the irrigation areas;
- Under the supervision of PO and PM and in close consultation with the local authorities and communities, he/she will be responsible for providing all necessary information and help for the design of the complete irrigation system;
- The Engineering Technician should be able to carry out all the necessary studies to produce an adequate design, including drawings, descriptive and justificative memories, technical specifications.
- Under the supervision of PO and PM, The Engineering Technician will be responsible for providing necessary assistance as requested;
- Upon completion of the project and providing the necessary training to the committee, the officer is in charge of handover the project to the relevant committee;
- The Engineering Technician will ensure cooperation's/communications and advice to the agriculture team in the field.
- Ensures proper communication strategies are in place for the projects' goal and objectives towards the communities, incl—selection criteria for labours.
- The Engineering Technician will ensure regular good quality data is collected at the field and participates in data analysis.
- Create and maintain a good relationship with target beneficiaries and other community people.
- Assist Admin staff for admin works and financial report and prepares the supporting documents
- Exhibit ADRA values of compassion, respect for people, non-violence and team spirit, simplicity in work style and integrity in your daily organizational activities.
- Help to assist the consultant in developing and implementing end of project surveys in order to adapt the project to the best fit community needs in a dynamic environment
- Mobilize village people for construction works related to the improvement of irrigation canal, agricultural demo-site, providing technical advice and quality control supervision of contracted labour and Cash for Works.
- Plans, designs, and oversees construction of irrigation projects for transporting and distributing water to agricultural lands: Plans and designs irrigation fixtures and installation of fixtures to requirements and specifications.
- To conduct needs assessment and evaluations of project activities and inputting the data into a database
- If necessary, to represent ADRA and the project in meeting with government agents such as Dinas at provincial and district level and maintain a good relationship with village apparatus in a professional and organized manner
- To work closely with beneficiaries with compassion, patience and understanding according to the principles of ADRA and according to the capacity of the project to improve the situations of the beneficiaries
- To work with the community as a mediator in order to develop creative solutions to solve problems and to adapt according to changes that may come

- Working closely with other project staff to coordinate the overall implementation of the project in communities
- Any other duties assigned by Project Officer.

2. Skills and Experience

- Bachelor's Degree in Engineering
- At least 1 year (one) of experience working in the related field is required for this position;
- Experience working with humanitarian or development organization (NGO or other);
- Experience engaging with remote communities, local government (village, sub-district, and district level), civil society, and other local stakeholders;
- Ability to foster positive and effective working relationships with a variety of stakeholders;
- Experience working in Sulawesi and understanding of local context;
- Familiarity in gathering data on socio-economic and other information on different communities.
- Experience in conducting community assessments through FGD and community mobilization.
- Experience with defining potential village-level livelihood and assessing local capacities;
- Experience in engaging and obtaining village representation from all sectors, including the most vulnerable;
- Facilitation skills as used for group meetings, negotiations, training, etc.
- Communication skills and experience working as part of a multi-disciplinary team;
- Communication and interpersonal skills to communicate effectively with all stakeholders,
- Ability to exhibit a high level of empathy when dealing with clients, families and beneficiaries
- Understand English language and passive oral English;
- Ability to take initiative, anticipate and solve problems, meet deadlines, work under pressure, work independently on mu
- Multiple tasks with limited supervision, work cooperatively with team members and partners;
- Ability to be flexible, open-minded, and creative;
- Driving C license and consistent access to a vehicle (motorbike).
- Familiarity with OS Windows and Microsoft Office
- Team player.
- Willingness to travel and spend time away from home and to spend a large amount of time (overnight) in the field locations.

3. Professional Attributes:

- **Personal Qualities:** Demonstrates an understanding of the agency's purpose and values and advocates these through daily work.
- **Results Focus:** Achieves objectives by taking an organizational perspective and working with and through others to achieve results
- **Decision Making:** Constructively contributes to the agreed decision-making process.

- **Problem Solving:** Uses clear and innovative thinking to solve problems and takes decisions that appropriately addressed for risk and strategic alignment.
- **Continuous Learning:** Demonstrates a commitment to own professional development by actively participating in continuous learning.
- **Self-Awareness:** Is aware of own strengths and development needs and seeks to improve style, skills, and performance including cultural and gender sensitivities.
- **Team Building:** Is a cooperative and active team member, committed to working together towards goals.
- **Psychosocial Mindfulness:** Is mindful of stressors that may impact on work, and where appropriate, utilize available resources to manage these.
- **Accountability:** Is accountable for own actions and working practices, accepts responsibility and learns from mistakes.
- **Regular Meetings:** Participates in clear and regular communication with supervisor and team during one to one and team meetings.
- **Adaptability:** Adjusts approach and thinking to work effectively in a variety of situations and with different people.
- **Sharing Knowledge:** Shares organizational and professional knowledge with peers to enhance understanding.
- **Accepting Direction and Feedback:** Seeks and accepts clear direction and feedback from supervisor/s relating to work practices and outcomes in a positive and constructive manner.

4. Personal Attributes:

- Ability to work as a member of a team
- Flexibility, patience, tolerance for other perspectives and excellent interpersonal skills
- Capacity to work under pressure
- Commitment to gender equity, social justice, and community development
- Understanding of and commitment to ADRA's development philosophy, values, principles, and objectives.
- Understanding of and commitment to adhere to equity, diversity, child safe and staff health and wellbeing.
- Communication skill both personal and interpersonal among project team and strategic communication with government institution and other stake-holders

5. Personal Commitment:

Being employed by the Adventist Development Relief Agency requires a commitment to its mission and lifestyle. The holder of this position will uphold the Christian values upon which ADRA's core values have been built and will display a strong commitment to the Core Humanitarian Standards.



Business Equipment	Utilities
<p>Employee benefits are non-financial compensation provided to the employee as part of the employment contract.</p> <p>Facilitations giving to meet government law and/or provided voluntary by ADRA Indonesia.</p> <p>Employee shall return the equipment point 6,7,8 to Project Manager / HR Manager after project or working contract ended.</p>	<ol style="list-style-type: none"> 1. BPJS Tenaga Kerja 2. BPJS Kesehatan 3. Health Insurance 4. Life Insurance 5. Monthly Communication Allowance 6. Mobile Phone 7. Notebook 8. Vehicle-Motorbike

Sent your resume and updated *Curriculum Vitae* to **recruitment@adraindonesia.org** with a subject “**Engineering Technician**”