

TERMS OF REFERENCE (TOR)
3 Position of Rural Road Engineer
Ministry of Rural Development,
Cash for Work Program for Rural Development
And Livelihood Enhancement Project

12 person months (Intermittence Basis)

Objective and Scope of the Assignment

The Rural Roads Engineer, through the effective support to and coordination with the Project technical teams at national and sub-national level; as well as with all Implementing Agencies involved will be responsible for the professional oversight of engineering aspects of quality, cost, quantity and scope, time and safety control of the Sub-Projects' work at the target provinces contracted under the Project Component 1, following the Project procedures. The Consultant will work closely with the staff of PCMU (MEF), along with respective teams of PIU (MRD) and of PPIUs at Provincial Departments of Rural Development (PDRD). The Consultant will report to the PCMU Senior Engineer; to the Project Manager and the Project Director.

Minimum Qualification Requirements

Qualified civil engineer having a minimum of Bachelor's Degree in civil engineering or its equivalent and at least 5 (five) years of professional experience. The Consultant is required to have at least 2 (two) years of public sector project experience in the design; managing construction and supervision of small and medium scale rural roads and rural infrastructure development and rehabilitation with similar responsibilities, as mentioned below. Working experience with the Government Implementing Agencies/ Ministries in a professional support capacity and with rural communities, will be an advantage.

The position will be based at the PIU/MRD office in Phnom Penh with periodic field supervision visits to the Sub-Projects implemented in targeted provinces under the Project Component 1. The input will be for 12 months, from August 2017 to October 2018.

He/she will be responsible for:

- (i) providing to IAs, including the PIU (MRD) and PDs/ PPIUs support, advice, guidance and all documents necessary for the successful Component 1 project implementation;
- (ii) supporting the preparation of recommendation for the approval of proposed Sub-Projects Lists under the Project Component 1; reviewing comments and reports submitted from PDs/ PPIUs and the PIU (MRD);
- (iii) supporting respective aspects of preparation and update of the Project Operations Plan; Financial and Procurement Plans; conducting coordination, problems-solving, monitoring and control of the Component 1 project implementation and progress in contracted Sub-Projects' works in accordance with the Project plans;
- (iv) in close cooperation with the PIU (MRD) and PDs/ PPIUs coordinating the conduct of field visits, site inspections and spot-checks at the Sub-Projects and Civil Works contracted in targeted provinces, as necessary in order to supervise and induce the Project Component 1 implementation process;
- (v) coordinating activities in supervision and verification of certifying completion of part or all of the contracted Sub-Projects' works under the Project Component 1; as well as in assistance with the Work Contracts and the Variation Orders reviews and timely preparation of recommendations and decisions required to avoid delays in the approval process;

- (vi) supporting respective aspects in the review and recommendation of approval of the cash payment release from PCMU Project Account due following the requests submitted from PDs/ PPIUs through the PIU (MRD), as appropriate;
- (vii) coordinating investigation of irregularities, variations/ changes, delay and Force Majeure cases reported in contracted Sub-Projects' works under the Project Component 1;
- yIII, coordinating and supporting preparation of designs, cost estimates, bills of quantities and contracting documents for the procurement of Sub-Projects' civil works identified for implementation under the Project Component 1#
- (ix) supporting respective aspects in the review and recommendation of approval of the Requests for Payments, Invoices and Interim Payment Certificates (IPC) due under the CW Contract Agreements submitted from PDs/ PPIUs and the PIU (MRD);
- (x) supporting respective aspects in the preparation and issuance of the Consolidated Project Progress Reports; the Project Completion and Outcome Evaluation Report; and providing other necessary reports to as defined subsequently;
- (xi) maintaining records, correspondence, and diaries; and provide the Client/ Employer with complete records and reports within the area of responsibility;
- (xii) assisting the EA and the IAs with the updating as necessary and implementing use of its manuals and guidelines for project planning, implementation and procurement and ensuring these are all in line with RGC guidelines on these subjects;
- (xiii) providing on the job training to the staff members of PIU (MRD) and PDs/ PPIUs in civil works for rural roads construction and rehabilitation, along with other aspects of professional engineering skills;
- (xiv) undertaking any other activities, as necessary within the area of responsibility, following the instructions from the PCMU Senior Engineer, the Project Manager and the Project Director.