

### **Terms of Reference - Shelter Site Engineer**

- Conduct technical assessments of affected units, apartments and buildings to assess the damages;
- Develop detailed Bill of Quantities (BoQs) to repair damaged units (households and shops) including minimum standards for adequate housing ;
- Supervise on regular basis the works of the contractors in the implementation of rehab activities through field visits and ensure that all activities are performed on schedule and in accordance with the work plan and specifications;
- Prepare accurate daily, weekly, and monthly reports about the works progress and timely reports about specific activities;
- Ensure safety regulations are followed at all times during the progress of the works;
- Prepare payment requests, and work orders for contractors, and on a weekly basis update the shelter log with progress made on units and updated value of BOQs
- Support the Technical and Compliance manager in the organization, planning and overseeing of the response activities;
- Represent Anera and attend Shelter Working group meetings and follow up with requirements and requests;
- Support and train volunteer youth involved in the project
- Report to Technical and Compliance Manager any technical issues which may have a direct impact on the general implementation of the project and the organisation's activities in the area;
- Ensure maximum visibility of anera's work within the community and work closely with communication department

Interested candidates can apply through [this link](#)