



## Mechanical Engineer (Retainer)

<b>Job categories</b>	Engineering
<b>Vacancy code</b>	VA/2023/B5517/26776
<b>Department/office</b>	AR, SAMCO, Sri Lanka MCO
<b>Duty station</b>	Colombo, Sri Lanka
<b>Contract type</b>	Local ICA Specialist
<b>Contract level</b>	LICA Specialist-9
<b>Duration</b>	1 year with possibility of extension
<b>Application period</b>	16-Oct-2023 to 31-Oct-2023

Applications to vacancies must be received before midnight Copenhagen time (CET) on the closing date of the announcement.

Please note that UNOPS will at no stage of the recruitment process request candidates to make payments of any kind.

### Background Information - Sri Lanka

#### Sri Lanka

UNOPS in Sri Lanka is based in Colombo and is responsible for helping the Government of Sri Lanka and partner organizations deliver social and economic rehabilitation in areas affected by the 2004 tsunami and decades of armed conflict. UNOPS in Sri Lanka helps partners achieve their project goals in sectors including physical infrastructure, the environment and poverty mitigation.

UNOPS has supported Sri Lanka's development since 1998, expanding operations in 2005 to support the post-tsunami response and reconstruction process. Within the organization's mandate in project management, infrastructure, and procurement, UNOPS Sri Lanka implements customized socio-economic development projects that benefit vulnerable people and develop national capacities. Achievements in Sri Lanka include the development of sustainable and climate-resilient infrastructure, procurement services & capacity building, and

project management in education, fisheries, roads, health, water supply systems; flood control and sanitation, and integrated solid waste management sectors. UNOPS works closely with Government counterparts and communities to ensure increased ownership, sustainability, and accountability of Projects.

UNOPS Sri Lanka facilitated over \$22 million worth of procurement of COVID-19 protection equipment and services in partnership with the World Bank, the Government of Japan, and the United Nations Multi-Partner Trust Fund. Currently, UNOPS is conducting about \$5 million pharmaceutical procurement to strengthen the Sri Lanka health system and support the people in need.

## **Background Information - Job-specific**

UNOPS has signed an MOU with an intergovernmental organization called SACEP (South Asia Cooperative Environment Program). SACEP is implementing the World Bank-funded PLEASE Project in South Asia. UNOPS signed a Project Agreement with SACEP (South Asia Co-operative Environment Programme) on 9 June 2022. In accordance with the Agreement, UNOPS should provide implementation support and advice to SACEP in implementing the Plastic free Rivers & Seas for South Asia Project (PLEASE). In particular, UNOPS is expected to assist the SACEP Project Implementation Unit (PIU) in implementing the Regional Competitive Block Grant (RBG) and the construction of a HQ under Component 3 of PLEASE.

## **Functional Responsibilities**

The Mechanical Engineer will be responsible for quality control in implementation of the Mechanical Engineer works while keeping the project progress and will report to the Project manager on a regular basis and especially when issues and project risks have to be escalated. He/she is expected to meet and exceed the organizations performance and delivery goals and provide services to the different donors, partners and beneficiaries.

The Mechanical Engineer shall have a thorough understanding of the terms, conditions, and the respective roles and responsibilities of the partners/stakeholders to ensure the project products are capable of meeting the business cases for both UNOPS and the client.

Under the overall guidance and direction of the Project Manager (PM), the Mechanical Engineer will provide mechanical engineering expertise to the project by contributing to ensure the mechanical systems are designed and constructed in accordance with local and international policies, guidelines, standards and specifications applicable, for the new building to be constructed and the old buildings to be rehabilitated under the project. The Mechanical Engineer will carry out mechanical designs and supervise construction work in accordance with industry acceptable and applicable energy efficiency principles, policies and standards. Specific responsibilities and duties include, but are not limited to:

- Determine, review and establish the local and international policies, standards and specifications required for mechanical engineering work related to building construction and refurbishment for the project.
- Liaise with the stakeholders to identify their needs so that the design will incorporate their requirements to the extent it is feasible and practicable.

- Provide input and review mechanical designs carried out by external consultants/contractors for the new building to be constructed under the project working with the teams of Architects and designers.
- Carry out inspections of the buildings to be refurbished, assess the current situation with the mechanical systems, and design suitable upgrades/replacement of existing mechanical systems to meet the local and international standards and specifications applicable, and in consultation with all stakeholders.
- Prepare detailed mechanical engineering design documentation including drawings, specifications and scope of work reports to be included in construction tender documents.
- Prepare quality control and quality assurance documentation related to mechanical engineering work for new buildings and buildings to be refurbished.
- Assist the Construction Engineer and the Project Manager in the preparation of bidding documents for the new building as well as the buildings to be refurbished.
- Supervise on-site work carried out by contractors closely on a day to day basis to ensure quality of the work is monitored and controlled as per specification requirements.
- Prepare and submit professionally prepared progress reports to the Project Manager at intervals agreed upon.
- Ensure safety and health of everyone involved in the project and general public by identifying risks and threats, planning, implementing and maintaining internationally acceptable safety standards in all aspects, at all stages of the project.
- Ensure all design and construction of mechanical work is carried out in accordance with and in compliance with industry standards and international best practice energy efficiency principles, standards, guidelines and specification.
- Assist the Project Manager in the preparation of various project reports where necessary.
- Provide expert advice to all stakeholders including contractors, Project Manager, project staff, clients and donor agencies on Mechanical engineering related work where required.
- Perform any other tasks as may be assigned.

## Competencies



Develops and implements sustainable business strategies, thinks long term and externally in order to positively shape the organization. Anticipates and perceives the impact and implications of future decisions and activities on other parts of the organization. **(for levels IICA-2, IICA-3, LICA Specialist- 10, LICA Specialist-11, NOC, NOD, P3, P4 and above)**



Treats all individuals with respect; responds sensitively to differences and encourages others to do the same. Upholds organizational and ethical norms. Maintains high standards of trustworthiness. Role model for diversity and inclusion.



Acts as a positive role model contributing to the team spirit. Collaborates and supports the development of others. **For people managers only:** Acts as positive leadership role model, motivates, directs and inspires others to succeed, utilizing appropriate leadership styles.



Demonstrates understanding of the impact of own role on all partners and always puts the end beneficiary first. Builds and maintains strong external relationships and is a competent partner for others (if relevant to the role).



Efficiently establishes an appropriate course of action for self and/or others to accomplish a goal. Actions lead to total task accomplishment through concern for quality in all areas. Sees opportunities and takes the initiative to act on them. Understands that responsible use of resources maximizes our impact on our beneficiaries.



Open to change and flexible in a fast paced environment. Effectively adapts own approach to suit changing circumstances or requirements. Reflects on experiences and modifies own behavior. Performance is consistent, even under pressure. Always pursues continuous improvements.



Evaluates data and courses of action to reach logical, pragmatic decisions. Takes an unbiased, rational approach with calculated risks. Applies innovation and creativity to problem-solving.



Expresses ideas or facts in a clear, concise and open manner. Communication indicates a consideration for the feelings and needs of others. Actively listens and proactively shares knowledge. Handles conflict effectively, by overcoming differences of opinion and finding common ground.

## Education/Experience/Language requirements

### Education:

- Bachelor's Degree in Mechanical Engineering or equivalent professional qualification.

**Work Experience:**

- At least 4 years experience in design and construction of mechanical systems, specially air conditioning and heating systems, related to building construction.
- A minimum 2 years experience in air conditioning and heating system design for new buildings and for building refurbishments.
- Ability to produce mechanical drawings and design documentation using AutoCAD or similar software.
- Proficient in the use of computers and office software packages (MS Word, Excel and PowerPoint) and experience in handling web-based management systems.
- Knowledge of UNOPS/UN rules and regulations preferred.

**Languages:**

- Excellent knowledge of both written and oral English required.

**Contract type, level and duration**

- Contract type: Individual Contractor Agreement (ICA)
- Contract level: Local ICA Specialist, L-ICA 9
- Contract duration: Retainer ICA – One year, subject to organizational requirements, availability of funds and satisfactory performance

For more details about the ICA contractual modality, please follow this link:

<https://www.unops.org/english/Opportunities/job-opportunities/what-we-offer/Pages/Individual-Contractor-Agreements.aspx> (<https://www.unops.org/english/Opportunities/job-opportunities/what-we-offer/Pages/Individual-Contractor-Agreements.aspx>)

**Additional Information**

- **This vacancy is open ONLY for SRI LANKAN nationals.**
- Please note that UNOPS does not accept unsolicited resumes.
- Applications received after the closing date will not be considered.
- Please note that only shortlisted candidates will be contacted and advance to the next stage of the selection process, which involves various assessments.

- UNOPS embraces diversity and is committed to equal employment opportunity. Our workforce consists of many diverse nationalities, cultures, languages, races, gender identities, sexual orientations, and abilities. UNOPS seeks to sustain and strengthen this diversity to ensure equal opportunities as well as an inclusive working environment for its entire workforce.
- Qualified women and candidates from groups which are underrepresented in the UNOPS workforce are encouraged to apply. These include in particular candidates from racialized and/or indigenous groups, members of minority gender identities and sexual orientations, and people with disabilities.
- We would like to ensure all candidates perform at their best during the assessment process. If you are shortlisted and require additional assistance to complete any assessment, including reasonable accommodation, please inform our human resources team when you receive an invitation.

## Terms and Conditions

- For staff positions only, UNOPS reserves the right to appoint a candidate at a lower level than the advertised level of the post.
- For retainer contracts, you must complete a few Mandatory Courses (they take around 4 hours to complete) in your own time, before providing services to UNOPS. For more information on a retainer contract [here](https://docs.google.com/document/d/e/2PACX-1vSqV5mniKgsaofF5FSN9Md5aD5uSAZjKyJAIRDjk7p-TuINKbvW0lyMNtGJI9yn5Jt5zNhwAOsKEG9D/pub) (<https://docs.google.com/document/d/e/2PACX-1vSqV5mniKgsaofF5FSN9Md5aD5uSAZjKyJAIRDjk7p-TuINKbvW0lyMNtGJI9yn5Jt5zNhwAOsKEG9D/pub>).
- All UNOPS personnel are responsible for performing their duties in accordance with the UN Charter and UNOPS Policies and Instructions, as well as other relevant accountability frameworks. In addition, all personnel must demonstrate an understanding of the Sustainable Development Goals (SDGs) in a manner consistent with UN core values and the UN Common Agenda.
- It is the policy of UNOPS to conduct background checks on all potential personnel. Recruitment in UNOPS is contingent on the results of such checks.

## APPLICATION TIPS

How to send a good application:

- [English](https://content.unops.org/HR-Documents/How-to-send-a-good-application_EN.pdf) ([https://content.unops.org/HR-Documents/How-to-send-a-good-application\\_EN.pdf](https://content.unops.org/HR-Documents/How-to-send-a-good-application_EN.pdf))
- [French](https://content.unops.org/HR-Documents/How-to-send-a-good-application_FR.pdf) ([https://content.unops.org/HR-Documents/How-to-send-a-good-application\\_FR.pdf](https://content.unops.org/HR-Documents/How-to-send-a-good-application_FR.pdf))
- [Spanish](https://content.unops.org/HR-Documents/How-to-send-a-good-application_ES.pdf) ([https://content.unops.org/HR-Documents/How-to-send-a-good-application\\_ES.pdf](https://content.unops.org/HR-Documents/How-to-send-a-good-application_ES.pdf))

**TOGETHER, WE BUILD THE FUTURE**

UNOPS – an operational arm of the United Nations – supports the achievement of the Sustainable Development Goals (SDGs) by successfully implementing its partners' peacebuilding, humanitarian and development projects around the world.

Our mission is to help people build better lives and countries achieve peace and sustainable development.

We are proud of our people. The UNOPS family brings together approximately 160 nationalities, represented by over 5,000 UNOPS personnel as well as some 7,800 personnel recruited on behalf on our partners. Spread across 80 countries, our workforce is rich in diversity and culture – with inclusion at its core.

We understand the importance of balancing professional and personal demands and offer several flexible working options.

Explore what we offer [here \(../Pages/About/WhatWeOffer.aspx\)](#).