

Job Announcement

Job Title	Project Manager	Report to	Program Manager
Work Type	Full time	Location	Erbil
No. of Vacancies	1	Deadline to Apply	05/10/2022

Job Purpose

Project Manager is responsible for running and supervising WASH projects at all stages of the project management cycle. He/she is responsible for accomplishing the program objectives and Candidate must be professional and a personable leader committed to the overall objective and self –development within the organization. The Project Manager ensures the overall success of the project by making sure the project team completes the defined activities while adhering to internal standards and contractual obligations; and that the project is completed on time, within budget and with acceptable quality.

Duties and Responsibilities

- Implement all tasks from program manager.
- Leading field activities (host community families Assessments, Field Monitoring, organizing vocational training, collecting other necessary data from the field).
- Market mapping and community assessment.
- Organizing vocational trainings from assessment to beneficiaries' selection to location and type of trainings
- Preparing weekly/monthly reports about work progress and send to project manager.
- Submit monthly/weekly work plans and send to team leader for inputs and comments.
- Discussing problems with his/her team and team leader to find a solution for.
- Supervise staff in day-to-day operations
- Ensure team members follow guidance and procedures of the organization.
- Communicate clear instructions to team members
- Listen to team members' feedback and report them to team leader if deemed necessary.
- Carry out instructions given by the team leader
- Assist project engineer with his/her assessment in rural and urban areas
- Attend any necessary meetings and coordination gatherings and represent REACH at its best
- Create a good working relationship with both communities and local authorities.
- Follow policies and procedures of REACH.

Qualifications

- University civil engineering or water resource engineering
- Sound and demonstrable knowledge of and skills in communication, planning, outreach and community work;
- Fluent in Kurdish and Arabic and a good working knowledge of written and spoken English.
- Have at least one-year experience in a similar position.
- To work under pressure and priorities effectively.
- To develop good working relationships with people both inside and outside of REACH.
- An understanding of relief, rehabilitation, development, and gender issues.
- Willingness to undertake training and to incorporate new ideas into working practices.
- Competence in the use of word processor particularly in Word and Excel software applications.
- Awareness of issues related to development of communities.
- Political neutrality at work, awareness of representational role outside of working environment.
- Experience with NGO or working in humanitarian aid;
- Guarantee the data confidentiality

- Capacity to work in multicultural team.
- Ability to adapt or change priorities according to the changing situation with a project mission.
- A good trainer, eager to build the capacity of others;
- Have demonstrated self-motivation and proactively search out opportunities for influencing and motivating others;
- Social skills necessary to build effective working relationships with a broad range of people;
- To be committed to the aims and values of REACH.
- Abide by REACH code of conducts

How to apply?

please use the link below; First, copy the link and paste it into your browser, press enter

fill out the job application form and upload your CV and click Submit

Link: <https://ee.humanitarianresponse.info/x/qapuvgEQ>

Note:

- *Only short-listed candidates will be contacted for an interview.*
- *Females highly encouraged to apply for this position.*

REACH Organization is an equal opportunity employer.