



UNITED NATIONS RELIEF AND WORKS AGENCY  
FOR PALESTINE REFUGEES IN THE NEAR EAST  
UNRWA

**Do you have the dedication, skills, knowledge and experience to help us improve the life of Palestine refugees? The United Nations Relief and Works Agency offers challenging opportunities for professionals interested working in a results-driven and diverse environment. If you are then we would like to hear from you.**

UNRWA is the United Nations agency responsible for the protection, care and human development of a population of some 4.6 million Palestine refugees living in the Gaza Strip, the West Bank, Jordan, Lebanon, and the Syrian Arab Republic. The Agency is committed to assisting Palestine refugees in maintaining a decent standard of living, acquiring appropriate knowledge and skills, enjoying the fullest possible extent of human rights, and leading a long and healthy life. UNRWA is by far the largest UN operation in the Middle East with over 29,000 staff. Most of the staff members are refugees themselves, working directly to benefit their communities – as teachers, doctors, nurses or social workers.

### ***Electrical Engineer- Design***

***(For Information Infrastructure & Camp Improvement “ICIP” internal Staff Only)***

|                                    |   |
|------------------------------------|---|
| <b>Location</b>                    | Gaza Field                                |
| <b>Type of Appointment</b>         | Fixed Term – Under Establishment          |
| <b>Deadline for Application</b>    | 29 August 2017                            |
| <b>Vacancy Announcement Number</b> | 08-08-2017                                |
| <b>Grade</b>                       | 14  |
| <b>Department/Division</b>         | Infrastructure & Camp Improvement/ Design |

#### **MAIN RESPONSIBILITIES**

In accordance with Agency policy and procedures, the ideal candidate:

- Carries out preliminary and detailed electrical design for building and infrastructure projects in accordance with Agency's needs, policies, design criteria, standards, and applicable local and international codes of practice; maintains and applies existing standard details of electrical works; utilizing appropriate software thereof;
- Prepares electrical drawings, bills of quantities, cost estimates, specifications, progress reports and checks calculations and reviews plans and tenders for related works;
- Conducts assessment and analysis of electrical systems; provides technical advice with regard to the maintenance of the Agency premises; inspects and writes technical reports on electrical aspects and building systems including remediation requirements and prepares work plans for preventive and general maintenance;
- Performs studies and technical research to incorporate green elements in design and to reach the most cost effective, reliable and technical solution;
- As relates to electrical works, provides technical supervision during the implementation of projects, and maintenance works; participates in acceptance of completed projects from contractors; ensures contractors' adherence to drawings, specifications, bills of quantities and the set time schedule and exercises quality control; performs testing of new and existing electrical equipment and installations;
- Participates in design meetings, discussing related technical aspects, and makes recommendations for improvement; provides advice, as required, on variation orders and claims related to electrical works and identifies causes;
- In coordination with supervisor, liaises and works as focal point with UNRWA departments and programmes, municipalities, electricity distribution providers and other relevant local authorities to identify needs, efficient and cost-effective solutions;
- Assists in supervising consultancy works to ensure adherence with design criteria, standards and procedures;
- Performs such other duties as may be assigned;

## PERSONAL & PROFESSIONAL COMPETENCIES

- University degree in Electrical Engineering
- At least four year's experience in design and planning relevant to the post's responsibilities including the design and maintenance of Electrical works in installations, sewerage pumping stations and water wells, of which at least two years in supervising, testing and commissioning of works;
- Experience with electrical design software and computer aided design;
- Good knowledge of written and spoken English and Arabic;
- Creative and ability to take initiative;
- Ability to work under pressure and meet multiple deadlines;
- Ability to work in a team environment;
- Communication skills and dealing with stakeholders;
- Knowledge of the latest development of new electrical materials and methods and their impact on design and constructions;

## DESIRABLE QUALIFICATIONS:

- Knowledge of "to greening" approaches;
- Knowledge and experience in UNRWA installations

## ADDITIONAL INFORMATION:

- Travel outside the Field in the Area of Operations for duty purposes;
- Drive within the field to perform the post's duties, thus s/he must be willing and capable of driving a UN vehicle;
- Work beyond regular working hours;

## CONDITIONS OF SERVICE

- Basic Salary: Monthly basic salary \$1,391.40; and monthly dependency allowance \$18.65 and Group Medical Insurance GMI \$12.00.
- Contract Duration: Three years including 1 year probation period.
- Employment for this post might be either on full-time or part-time basis based on the needs. Announcing this modality does not mean that it would definitely be used. It would rather give the Agency the flexibility to use both full time and part time contracts based on the work needs and the personal circumstances or preferences of the staff member.
- Leave: 30 days annual leave
- Pension: Provident Fund contribution
- Other conditions of service and benefits may apply.

## EQUIVALENCY

When the minimum requirements are not fully met, the Director of Human Resources; in consultation with the Director of UNRWA Operations, Gaza may exceptionally substitute part of the unmet requirements with a combination of relevant academic qualifications, additional professional training and progressive relevant work experience.

**NB:** Work experience alone or formal qualifications with no relevant work experience are not considered an acceptable combination.

## ASSESSMENT METHOD

Qualified candidates will be required to undergo tests and a competency based interview. To learn more about positive and negative indicators of professional behaviors within the UN competencies, you may review the [UN Competency Development – A Practical Guide](#)

## GENERAL INFORMATION

UNRWA is a United Nations organization whose staff are expected to uphold the highest standards of integrity, neutrality and impartiality. This includes respect for human rights, for diversity, and for non-violent means of dealing with all kinds of conflict. UNRWA staff are expected to uphold these values at all times, both at work and outside. Only persons who fully and unconditionally commit to these values should consider applying for UNRWA jobs. UNRWA is a non-smoking working environment.

الأونروا هي منظمة تابعة للأمم المتحدة، وهي منظمة تفترض من موظفيها الالتزام بأعلى معايير الاستقامة والحياد والنزاهة. ويشمل ذلك احترام مبادئ حقوق الإنسان واحترام التنوع وتبني الوسائل غير العنيفة في حل كافة أشكال النزاعات. المتوقع من موظفي الأونروا أن يقوموا بدعم هذه القيم في كافة الأوقات، سواء في أماكن العمل

**UNRWA encourages applications from qualified and experienced women.** It is Agency policy to give full consideration to disabled candidates whose disability does not militate against the effective performance of the duties of the post. UNRWA is an equal opportunity employer and welcomes applications equally from men and women. Where there are two or more equally qualified candidates, selection preference will normally be given to internal candidates, Palestine Refugees and candidates of the under-represented gender. With their prior agreement, candidates who are approved as suitable for appointment but are not the selected candidate for this vacancy, will be placed on the Agency's roster of pre-approved candidates for a period of up to one year, and may be considered for future vacancies in the same position. The Agency maintains the discretion to fill future vacancies for this position from the roster without re-advertising the vacancy.

## **HOW TO APPLY**

If you have got the skills and experience required above, and want to make an active and lasting contribution to improving the lives of Palestine refugees, then register on <http://jobs.unrwa.ps> by creating a personal profile and completing the UNRWA Personal History Form. Only applications received through this website will be considered. Please note that UNRWA only accepts degrees from accredited educational institutions. Candidates may also be invited to take a technical exam in order further evaluate their qualifications for the post. *Due to a high volume of applications received, only short-listed applicants will be contacted.* The United Nations does not charge a fee at any stage of the recruitment process. The United Nations does not concern itself with information on bank accounts.

**As an Area post, preference will be given to local candidates already based in the duty station of the post.**

**22 August 2017**