

**Government of Nepal**  
**Ministry of Agricultural Development**  
**High Value Agriculture Project in Hill and Mountain Areas (HVAP)**

**Terms of Reference of Project Engineer**

**Post:** Project Engineer

**Duration:** Till Sept, 2018

**Duty station:** PMU Surkhet with frequent visits to project districts

**Mode of contract:**

There will be an initial contract for one year with a probation period of six months. The annual contract will be extendable up to the project period (till Sept, 2018) based on satisfactory performance in the preceding contract.

**Roles and Purpose of the Assignment:**

The Project Engineer will be mainly responsible to facilitate implementation of the project's component 1- Inclusive Value Chain Development, particularly the physical infrastructural activities under subcomponent (i) Value Chain Fund, (ii) Sector Development Fund, and (iii) Spatial Inclusion Fund. S/he will be responsible for providing technical supports and backstopping to the participating beneficiaries in providing services on design, estimate, quality check-up, monitoring, supervision, and related services. S/he will work closely with the concerned value chain team of the HVAP.

**The Project Engineer will have the following duties and responsibilities:**

- (i) Prepare standard and specifications of various infrastructural facilities suitable and feasible for project support for sustainable value chain development in high value commodities in the project area.
- (ii) Provide technical support and backstopping to the participating beneficiaries (farmers' groups, user's groups, cooperatives, agribusinesses, traders etc.) in providing services/support on preparing feasible investment sub-projects, design and estimate of physical infrastructural activities based on their business plans to be supported through three project funds: (i) Value Chain fund, (ii) Sector Development fund and (iii) spatial inclusion fund.
- (iii) Assess and recommend the feasible sub-projects that can be supported through project funds.
- (iv) Support participating groups, cooperatives and agri-businesses in contracting and/or procurement of quality contractors/service providers/technicians
- (v) Monitor, supervise, quality check-up, verify physical infrastructural activities that are supported from project funds and recommend the PMU/HVAP for payment/reimbursement.

- (vi) Provide support, train and guide contracted local NGOs in assessing the needs of infrastructures, implementation, and post-implementation phases of the sub-projects.
- (vii) Assist the local NGOs/service providers for the planning and implementation of physical infrastructural activities.
- (viii) Support the participating groups, cooperatives and agri-businesses to make the sub-project implementation transparent to public
- (ix) Liaise and coordinate with the Regional Irrigation Directorate, respective District Development Committees / District Technical Offices, and Village Development Committees in implementation of physical infrastructural activities in the project areas to avoid duplications and get synergy.
- (x) Coordinate with respective DADOs, DLSOs and DFOs in assessing the demand, implementation, monitoring and supervision of physical infrastructural sub-projects with respect to high value agricultural commodities and NTFPs in the project areas.
- (xi) Work closely with the SNV/AEC experts/advisors for developing the value chain of high value commodities under Inclusive Value Chain Development (Component 1) to implement intervention strategies by ensuring inclusion into business plans and contractual arrangements with agribusinesses
- (xii) Also work closely with the MoAD/PMU deputed/contracted officers and experts to implement programs related to inclusive value chain development (component 1) and Monitoring and Evaluation (component 3)
- (xiii) On monthly basis, assessing and reporting the effectiveness of the supports provided to the value chain actors through project funds, with constraints, opportunities and lessons learned
- (xiv) Perform other jobs as directed by the Senior Agriculture Officer (SAO) and the Project Manager or designated officers of the project.

#### **Academic Qualifications and Work Experiences**

- (i) Bachelor degree in Civil or Agri-engineering with at least 5 years experience (3 years for women candidate) in the related field or Masters degree in Civil or Agri-engineering with at least 3 years of experience (1 year for women candidate) in related field or higher degree in related field.
- (ii) Experience in design, estimate, monitoring, supervision, quality check-up of physical infrastructural activities.
- (iii) Good spoken and written skill in both English and Nepali and possess good skills in report writing
- (iv) Good interpersonal skills and the ability to work effectively with range of institutions
- (v) Good computer skills

**Preferences will be given to:**

- i) Women candidates
- ii) Candidates from disadvantaged groups/areas (*Dalit, Janjati/Indigenous, Madheshi, Muslim, Backward/HVAP Districts*)

**Benefits and Remuneration*****Salary:***

The salary of the Project Engineer, per person per month, will range from NRs. 70,000.00 to NRs. 90,000.00. The salary will be subject to be negotiable within the range mentioned above and to be finally decided by the Project Manager, HVAP. Tax on the salary will be as per the government Income Tax Rule.

***Allowances:***

The Project Engineer will get travel and daily allowances during his/her field visits as per the GoN rule, as applied for gazetted III class officer.

***Leave:***

The Project Engineer will be provided 21 days of home leave and 6 days of casual leave annually, which will not be carried on for next year. He/she will also be provided 12 days of sick leave per year, which if not taken, can be carried on for the following year. The unspent sick leave at the time of termination of the contract or closing of the project will be compensated as per the existing salary scale. In addition, the he/she will also be provided with Mourning Leave – 15 days, Maternity Leave -2 months for women (15 days for men, for maternity care leave) and all public holidays.

***Insurance:***

The Project Engineer has to insure his/her life including accidental insurance. The project will re-imburse 50 % of the monthly premium for the period he/she will be working in the project, not exceeding Rs. 300 per month, upon submission of copy of insurance policy and receipts.

**Supervision of the experts and Administrative Control:**

The Project Engineer will be administratively accountable to the Project Manager, under direct supervision of Senior Agriculture Officer of HVAP. He/she is technically accountable to the High Value Agriculture Production Specialist (HVAPS) of the project. He/she will be controlled administratively (such as approval of leave and travel, evaluation of performance etc.) by the Project Manager or designated personnel of the PMU.