

**U.S. MISSION PAKISTAN – EMBASSY ISLAMABAD  
VACANCY ANNOUNCEMENT NO. 11-55**

**OPEN TO:** All Interested Candidates  
**TITLE:** AID Project Management Specialist (Engineering)  
**GRADE:** FSN-11 (Rs. 2,518,042 p.a. to Rs. 4,687,961 p.a.)

**DATE:** 04/22/2011  
**AGENCY:** USAID  
**LOCATION:** KARACHI

**BRIEF DESCRIPTION OF DUTIES:** The Project Management Specialist (Engineering) serves as the principal engineering resource in the Karachi Field Office responsible for matters pertaining to infrastructure, engineering, and construction projects in Sindh and Balochistan provinces, and may take on other responsibilities as directed by the Karachi Deputy Mission Director. The Specialist serves as a full COTR/AOTR for assigned programs/projects/ activities. The Specialist provides expert advice to the Karachi Field Office and to USAID/Pakistan in Islamabad on engineering issues in Sindh and Balochistan, and serves as a resource, along with other Specialists, to all USAID Offices in Pakistan in making recommendations for sectorial activities in the region and the country. The Specialist liaises with GoP officials, implementing partners (IPs), other USAID Specialists, and other donors and organizations, ensuring that USAID is collecting and tracking relevant indicators, planning and designing new programs as new needs arise, and reporting on infrastructure and engineering efforts to USAID/Pakistan in Islamabad and to Washington.

The Specialist performs a major role in developing and reviewing the overall USG infrastructure and engineering strategy in Sindh and Balochistan; manages significant, complex, and sensitive portions of the overall Karachi Field Office infrastructure and engineering program, as COTR/AOTR; participates in the management and coordination of all activities of the infrastructure and engineering sector; represents the Karachi Field Office in working-level and high-level meetings with GoP, provincial, and local political officials, and speaks for and/or makes presentations on behalf of USAID; advises the Office on the implications of national, regional, and local political developments for the infrastructure and engineering program; establishes and maintains senior-level contacts within the Provincial Governments, with the private sector and non-governmental sectors, and with other donors; assists visiting USAID and USG officials in public meetings, field trips, and discussions with GoP officials, partner organizations, and others; drafts technical documentation and analyses necessary to develop strategy, obligate funds, and award grants and contracts; represents USAID in discussions and negotiations with IPs, other partners, and other donors; and, monitors on-going programs, and prepares performance reports, briefing papers, concept papers, and other periodic documentation for USAID and the USG.

**QUALIFICATION REQUIRED:**

**EDUCATION:** A Bachelor's Degree in Civil Engineering from a recognized and/or accredited University is required. A Master's Degree or higher educational credentials is preferred.

**EXPERIENCE:** A minimum of seven years of progressively responsible, job-related, professional-level experience in infrastructure planning, design of programs/projects, project implementation, and monitoring and evaluation is required. This experience should have included providing analysis and interpretation of engineering data, and presentation of findings in written form. Previous experience with the GoP and/or other donor organizations on infrastructure-related programs is desirable.

**LANGUAGE:** Level IV (fluent) English and Urdu language proficiency, speaking and writing, as well as Level IV (fluent) spoken in any one regional language (Sindi, Pashto or Balochi) is required.

**KNOWLEDGE:** The work requires in-depth professional knowledge of general engineering and construction principles, theories, concepts, and practices, as well as the ability to apply standard engineering practices, methods, and techniques in difficult environments in order to foster general engineering programs/projects of broad scope, with substantial latitude for independent action.

**ABILITIES & SKILLS:** Work requires a high order of skill in communicating with others, clarity and conciseness of verbal expression, and persuasiveness in obtaining the cooperation of those whose efforts must be

integrated and coordinated into successful completion of program/project implementation. The Specialist must have the ability to organize, analyze, interpret, and evaluate general engineering activities, and to identify problems in construction; the ability to adopt and apply professional engineering principles, methods, and techniques to resolve problems encountered; the ability to keep abreast of changes in engineering and scientific knowledge, and general engineering and construction technology; and, to utilize information gained thereby in the solution of theoretical and practical engineering and construction problems.

**ADDITIONAL SELECTION CRITERIA:**

1. Management will consider nepotism/conflict of interest, budget, and residency status in determining successful candidacy.
2. Current employees serving a probationary period are not eligible to apply.
3. Current employees with an Overall Summary Rating of Needs Improvement or Unsatisfactory on their most recent Employee Performance Report are not eligible to apply.
4. Applicants for the position must meet the **required** qualifications as advertised in the vacancy announcement. Trainee level(s) may be established below the full performance grade level listed if not fully qualified.
5. Current employees who have voluntarily reassigned/promoted from one position to another are not eligible to apply within **six months** from the effective date of the reassignment/promotion.
6. Current employees who have received any job related training are not eligible to apply in another section/agency within **six months** from the effective date of the training.
7. Candidates need to indicate on the Application for Employment if any family member is working in the U.S. Mission, Pakistan and, if so, in which section they are employed.
8. U. S. Mission Pakistan will not bear any travel expenses for testing, interviews, pre-employments clearances (if selected) or relocating for joining.

**TO APPLY:**

Interested applicants must submit their duly completed [DS-174](#) (Application for Employment as LE Staff). Application should be forwarded on the following mailing address. Applicants should clearly mark the position title or/and vacancy announcement number they are applying for on the envelop. Applications can also be submitted by email at [FSNIslamabad@usaid.gov](mailto:FSNIslamabad@usaid.gov). While submitting through email, the Vacancy Announcement Number (e.g. 11-15) must be mentioned in the subject line.

**Human Resources Unit, Executive Office, USAID/Pakistan  
U.S. Embassy, Diplomatic Enclave, Islamabad**

Incomplete and submissions after closing date will not be considered. Only short listed candidates will be contacted for their test/interview. To see all advertised positions, please visit Embassy website [http://islamabad.usembassy.gov/employment\\_opportunities.html](http://islamabad.usembassy.gov/employment_opportunities.html).

**DEFINITIONS:**

1. Ordinarily Resident (OR): A citizen of the host country or a citizen of another country who has the required work and/or residency permit for employment in country.
2. Not-Ordinarily Resident (NOR): Typically NORs are U.S. citizen EFMs (Eligible Family Members) and family members of United States Government personnel who are on the travel orders and under Chief of Mission authority, or other personnel having diplomatic privileges and immunities.

**CLOSING DATE FOR THIS POSITION: May 5, 2011**

U. S. Mission, Pakistan is an equal opportunity employer. All applicants will receive consideration without regard to race, color, religion, gender, national origin, disability, age, sexual orientation, social status, or political ideologies/affiliation.