



American Embassy

Subdivision 694/Stand 100, Kabulonga District, Ibex Hill Road
Lusaka District, P.O Box 31617, Lusaka, 10101, Zambia

SCHOOL WATER SANITATION & HYGIENE EDUCATION ADVISOR

The Embassy of the United States of America invites applications from suitably qualified and experienced individuals to fill the position of School Water Sanitation and Hygiene Education Advisor under **USAID**

CONDITIONS OF EMPLOYMENT

The employee will work on a full-time, 40 hours/week basis, based on the Embassy's Local Compensation Plan – FSN 11, with a salary ranging from ZK 230,317,329 to ZK 352,503,580 per annum or equivalent FP-4 with a salary range of \$61,759 to \$90,696 per annum

MAJOR DUTIES & RESPONSIBILITIES

USAID's new education strategy aims specifically to assist the Ministry of Education (MOE) to address quality and equity challenges particularly as they affect the participation of girls and other disadvantaged children. The jobholder will lead USAID/Zambia's participation and technical contributions to the school water and sanitation sector. Main duties will include but not limited to the following:

- Lead efforts to identify prioritize and address key technical challenges in school water and sanitation service provision and management; and address policy and institutional constraints impeding the attainment of sustainable access to improved water supply and sanitation in schools;
- Serve as the Agreement or Contracts Officer Technical Representative (AOTR/COTR) for on going and new Water Sanitation contracts and grants in accordance with USAID procurement guidelines and regulations and provide technical and administrative oversight and organize periodic evaluations to ensure that awardees perform the technical requirements in accordance with the terms, conditions and specifications outlined in their respective awards.
- Develop concept papers, scopes of work, USAID program/project activity design documents and bilateral and multilateral agreements related to the design of water, sanitation and hygiene related programs.
- Provide technical input to program and strategy design and planning based on knowledge of international best practices and the particular constraints presented in-country.

REQUIRED QUALIFICATIONS

Note: All applicants are instructed to address in their Curriculum Vitae, each item detailed below with specific and comprehensive information supporting each requirement:

- A master's degree in environmental management, sanitation engineering, water resource management, or in a specialty related to education or water sector program management is required.
- A minimum of ten (10) years of progressive responsibility at a senior level in program/project management of water and sanitation programs with a proven track record of key accomplishments is required; experience including program management and evaluation, strategic planning and analysis skills in a developing country is required.
- English Level (IV) Fluent both written and spoken is required.
- Strong comprehension of Water Sanitation approaches and concepts; conversance with the legal and institutional framework for Water Sanitation service delivery in Zambia; and experience with service delivery mechanisms, including financial management and cost recovery mechanisms, are required.
- Excellent knowledge of working with local communities and supporting strong water governance practices as well as a demonstrated understanding of gender dynamics in Zambia is required.
- Demonstrated ability to produce professional quality technical and analytic materials, and computer proficiency in Windows Word, Excel and Power Point are required.

NOTE

All applicants who are not Family Members of USG employees officially assigned to post and Under Chief of Mission Authority must be RESIDING IN COUNTRY and have the required work and/or residency permits to be eligible for consideration.

The closing date for receiving applications is March 4, 2011. Only candidates meeting the above requisites should submit their applications including CVs and copies of certificates to: Executive Officer, USAID/Zambia, Embassy of the United States of American, Subdivision 694/Stand 100, Kabulonga District, Ibex Hill Road, P.O. Box 32481, Lusaka.

Only short listed candidates will be contacted.