TERMS OF REFERENCE

Construction Market Surveys Specialist

PURPOSE OF ASSIGNMENT:

Under the direct supervision of the Chief of Operations or Deputy Representative Programme or Center/Section Chief as per hiring Office set-up. The Construction Market Surveys Specialist will be responsible to research construction market conditions in local, regional, or national contexts, or gather information to identify potential suppliers or services providers, which are suitable for UNICEF’s construction programmes/projects.

MAIN DUTIES/RESPONSIBILITIES:

(Note: TORs used for deployment might differ. Emphasis of main duties will depend on specific CO context (including emergency) and priorities at the time of deployment. To be discussed and agreed with supervisor.)

The main responsibilities of the Specialist will include but not limited to the following:

- Responsible to design and implement a reliable market survey, able to identify regional engineering consultancy firms qualified to provide services for construction projects.
- Devise and evaluate methods and procedures for collecting data, such as surveys, opinion polls, or questionnaires, or arrange to obtain existing data.
- Gather data on possible engineering consultancy firms and analyse their prices, methodologies of work.
- Monitor local construction sector and trends.
- Measure and assess, when possible, clients’ satisfaction of past services.
- Measure the effectiveness of advertising, and communications UNICEF programmes and strategies.
- Prepare reports of findings, illustrating data graphically and translating complex findings into easy to communicate information.
- Seek and provide information to help UNICEF determine their position in the marketplace.
QUALIFICATIONS AND COMPETENCIES:

Education:
Advanced university degree in Civil or Structural Engineering, Architecture or other relevant technical area.

Work Experience:
*Number of years of experience required will depend on the complexity of the specific assignment.*

- Minimum 5/8/10 years of professional experience at national and international levels in the relevant field of civil engineering, especially in preparation of construction technical documentation;
- Experience in working in complex environments and large infrastructure and/or civil works, particularly in the field of construction technical project documentation development as well as construction supervision;
- Conducted pervious construction market surveys.
- Experience in community mobilization/ community monitoring sites, coupled with the ability to address and manage all aspects of monitoring of a construction (legal aspects of positioning, procurement, law and knowledge of construction contracts, construction information technologies, and follow-up).
- Experience in managing and supervising medium to large-scale construction works in the public sector;
- Knowledge of procurement, tendering and contracting processes and requirements;
- Excellent and proven experience in dealing with contractors and local partners;
- Working experience in the area of preparation, implementation and monitoring of technical/ (re)construction projects; methodological and calculation skills;
- Experience in technical design of high-rise structure is an asset;
- Knowledge of the UN rules, procedures and regulations would be an asset.
- Working experience in UN or other international development organization is an asset.
- Background/familiarity with an emergency.

Languages:
Fluency in English. French working knowledge is required for some assignments. Second UN language is considered an advantage.

(Note: language requirement might vary from assignment to assignment).
Competency Profile (Competency level will depend on the complexity of the specific assignment)

i. Core Values

- Commitment
- Diversity and Inclusion
- Integrity

ii. Core Competencies

- Communication
- Drive for Result
- Working With People

iii. Functional Competencies

- Leading and Supervising
- Formulating Strategies and Concept
- Analysing
- Relating and Networking
- Deciding and Initiating Action
- Following Instructions and Procedures
- Planning and Organizing
- Applying Technical Expertise