

## **Terms of Reference (TOR)**

### **Technical Officer (12 positions) – Full Time Basis – Individual Consultancy Attached to Department of Agrarian Development (DAD) (Equivalent to PS 6 Salary Level)**

#### **Background**

The Smallholder Agribusiness and Resilience Project (SARP), a project jointly financed by the International Fund for Agricultural Development (IFAD) and Government of Sri Lanka, aims to build resilience and market participation of 40,000 rural households in the climate change affected districts of Anuradhapura, Vavuniya, Matale, Mannar, Puttalam and Kurunegala. This is pursued through capacity building for climate resilience and inclusive value chains, combined with investments for climate resilience and inclusive value chains including last mile infrastructure. The lead programme agency is the Ministry of Agriculture, which would establish a dedicated project management unit (PMU) at central level and two regional hubs for the implementation of SARP. The DAD serves as the primary stakeholder in the tank rehabilitation work planned for the hot spot areas of SARP, including the North Western, North Central, and Northern Provincial Councils, as well as the District Secretariats of SARP hot spot areas. These entities focus on the implementation of tanks, feeder roads, and related infrastructure.

#### **Scope of work**

Under the overall guidance of the Commissioner General of DAD the Technical Officer(s) will take overall responsibility for the planning, surveying, design, procurement, supervision and implementation of the cascade/ sub-watershed infrastructure (Tank rehabilitation, feeder road works & related civil works etc.). In particular the technical officer (s) will:

- He/ She will support the DAD in conducting site assessments and feasibility studies for water management and irrigation activities in the designated command areas
- He/She, together with the Regional Engineer-DAD (s) & Senior Technical Officer, will design minor irrigation structures of various interventions for cascade/ sub-watershed infrastructure.
- Assist to Regional Engineer DAD & Senior Technical Officer to Preparing technical specifications, drawings, and cost estimates
- Assisting in procurement and ensuring materials meet required specifications.
- Supervising construction works to ensure compliance with engineering designs and safety regulations.
- Coordinating with engineers, contractors, local authorities, and other stakeholders for smooth project execution.
- Conducting regular monitoring and evaluation of irrigation structures.
- Providing technical guidance and training to community members.
- Ensuring adherence to environmental and social safeguard policies.
- Maintain an up-to-date record of the infrastructure activities, indicating clearly the planned vs the actual status of the progress of all the design, surveying and procurement works.
- Carry out post-review of completed works, indicating the performance considering the utilization of key parameters - manpower, machinery, and materials.
- Prepare periodic physical and financial infrastructure works progress reports, including a list of critical issues related to the progress of the works and feasible solutions, and submit them to the Senior Project Engineer-SARP through Regional Engineer-DAD & Senior Technical Officer.
- He/she will report to the Commissioner General-DAD through Regional Engineer- DAD / Senior Technical Officer routinely.

- He/she delivered and feasibility and site assessment reports, detail irrigation designs and technical drawings, BoQs, Monthly progress report & work done report etc.

**Qualifications and experience:**

Area of qualification / experience	Expected level of qualification / experience
<b>Education:</b>	
<b>Secondary Education</b>	Having obtained a certificate of proficiency not below the <b>National Vocational Qualification Level 6</b> issued by a Technical/Vocational Training Institute accepted by the Tertiary and Vocational Education Commission for a post related to the technical field ( <b>Preference will be given for Irrigation field</b> ). <b>OR</b> Having obtained a certificate of proficiency not below the <b>National Vocational Qualification Level 5</b> issued by a Technical/Vocational Training Institute accepted by the Tertiary and Vocational Education Commission for a post related to the technical field ( <b>Preference will be given for Irrigation field</b> ).
<b>Working experience:</b>	At least <b>4 years</b> post-qualifying experience working on <b>Irrigation works / projects for NVQ 6</b> <b>OR</b> At least <b>9 years</b> post-qualifying experience working on <b>Irrigation works/ Projects for NVQ 5</b> <ul style="list-style-type: none"> <li>• Conversant with the Construction supervision and execution of hydraulic/ Irrigation structures such as embankments, spillways, sluices and channels and micro irrigation systems.</li> <li>• Conversant with survey, design, Procurement and construction supervision of Minor Irrigation.</li> <li>• Conversant with irrigation/Water management and command area development.</li> <li>• Familiarity with government regulations, environmental policies, and community-based water management approaches,</li> </ul>
<b>Other qualifications and experience</b>	<ul style="list-style-type: none"> <li>• Proficiency in Engineering design software (AutoCAD, GIS, and etc.)</li> <li>• Strong analytical, communication and report-writing skills</li> <li>• Fluency in English and Sinhala and preferably Tamil will be an added advantage</li> </ul>

**Monthly consultancy fee:** Equivalent to PS 6 (C category) level for Based on the Management Services Circular 01/2019

**Duty station and location:** DAD head office / DAD - District Offices (Kurunegala, Mannar, Puttalam, Anuradhapura, Vavuniya & Matale) /SARP Hub offices with frequent travel to the project sites.

**Duration of services** – The service will be provided for an initial period of 12 months with 6 Months' Probation period, with the possibility of extension subject to requirements & Performance.