



Karen Education and Culture Department
P.O. Box 4, Mae Sot, Tak 63110, Thailand
Email: kedctl@gmail.com, Website: www.kecdctl.org

KECD Job Vacancy Announcement

Date: 6/1/2023

The Karen Education and Culture Department (KECD) is looking for a committed and motivated person to join our team!

Job Position: Construction Engineer
Position Level: Technical Staff (E)
Work Location: Thay Bay Hta Office and/or Mae Pa Communication Office
Job Code Number: N/A
Part-/ Full-Time: Full-Time

Overview of the Position: The Engineer manages and provides key technical guidance and support in KECD's infrastructure construction project at all stages of its project cycle. He/she regularly travels to the project areas and manages construction sites and follow-ups with local actors.

၃.၁- မူဒါနီးတၢ်ဟံးမူဟံးဒါခိၣ်သ့ၣ် (Core Duties and Responsibilities)

Planning:

- Advise beneficiaries on best construction praxis, operation- and maintenance plan for sustainable infrastructure.
- Contribute to improved infrastructure designs, incorporating safe and child-friendly components.

Implementation:

- Support the roll-out of KECD's School Construction Guidelines (SCG).
- Produce good quality communication messages.

Supervision:

- Assess, monitor and evaluate related areas of interventions mainly in KECD's school infrastructure project and submit recommendations to the Project Co-ordinator.
- Assist M&E Manager to develop surveying guidelines and checklists.

Management:

- Follow-up all infrastructure management process related to implementing infrastructure – from assessment to project design, Bill of Quantity (BOQ), tender, implementation, site monitoring to final handover of site.
- Ensure the accuracy and quality of survey data gathered.
- Lead and guide Survey and Construction Teams in the field.
- Organize and facilitate technical trainings and capacity-building support to the project team.

Co-ordination:

- Maintain a good relationship with all relevant programme partners.
- Act as the focal point for the construction project in KECD's school construction project in co-ordination with Secretary of KECD and FAKES Project Co-ordinator.

(See the Job Description on our website for more details of duties)

Contract Duration: Initially 1-year, and extendable.

Payment and Benefits: A local stipend will be paid, based on skills and experience. This is negotiable depending on skills and experience. A benefits package will also be provided.

Application Process:

1. Fill in the “Job Application Form”, downloadable from our website, along with a cover letter and CV.
2. Submit them to **Bureau of the Secretary Head** by **E-mail: kedctl@yahoo.com** , and **CC them to benloithankornsakul94@gmail.com** by **Friday, January 20, 2023**.
3. Short-listed candidates will be invited for an interview and informed of the decision within **one week after the submission deadline**.

KECD is an equal opportunities organization and maintains a non-discriminatory principle in employing people regardless of their defining characteristics, including gender, religious belief, ethnic nationality, social status, age or disability.