



Karen Education and Culture Department

P.O. Box 4, Mae Sot, Tak 63110, Thailand

Email: kedctl@yahoo.com, Website: www.kedctl.org

KECD Job Vacancy Announcement

Date: 23/ 4/ 25

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

Job Position: WASH Engineer (1 Position)

Work Location: Thay Bay Hta Office 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 WASH 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.

Core Responsibilities/ Main Duties:

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 implementation of school WASH infrastructure according to the School Construction Guidelines (SCG).
- Produce good quality communication messages.

Supervision:

- Assess, monitor, and evaluate related interventions, mainly in KECD's WASH infrastructure project, and submit recommendations to Head of Special Projects Bureau.
- Assist M&E Officer to develop surveying guidelines and checklists.

Management:

- Follow up on all WASH infrastructure management processes related to implementing infrastructure—from assessment to project design, Bill of Quantity (BOQ), tender, implementation, site monitoring, and final handover of the site.
- Ensure the accuracy and quality of survey data gathered.
- Lead and guide assessment 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 School WASH infrastructure construction project in co-ordination with SMT members.

Other Tasks

- Regularly **report** verbally and in writing to Supervisor and relevant partners.
- Attend all relevant **meetings and workshops**, as appropriate or assigned.
- Pursue **professional development** opportunities.
- Conduct **other duties** as assigned by Supervisor.

Skills and Requirements

(Education)	(Skills)	(Experience)
<ul style="list-style-type: none">• At least an appropriate Engineering in Civil (or) equivalent.	<ul style="list-style-type: none">• Initiative and autonomy.• Co-ordination and networking.• Design Drawing and Estimation skills on WASH infrastructures• Computer (e-mails, Microsoft Office, and other visual media).• Fluency in Karen, Burmese and English.• Interpersonal, problem solving, analytical skill, and strong work ethic.	<ul style="list-style-type: none">• At least 3 years working with non-profit community organization in WASH infrastructure construction field

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

Contract Duration: Initially 1-year

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.
2. Submit it to **Bureau of the Secretary Head** by E-mail: kedctl@yahoo.com , and CC to hr.kecd@gmail.com, by Wednesday, 30th April, 2025.
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.