

**MONGOLIA**  
**VEGETABLE PRODUCTION AND IRRIGATED AGRICULTURE PROJECT**

**Engineering and Contract Management Specialist (CS-05)**

**Advertisement date: 18 August 2020**

**A. BACKGROUND OF THE PROJECT**

The Government of Mongolia has received a loan and a grant from the Asian Development Bank (ADB) and the Japan Fund for Poverty Reduction (JFPR) to finance the Vegetable Production and Irrigated Agriculture Project (“the Project”). The Ministry of Food, Agriculture and Light Industry (MOFALI) is the project executing agency of the project. The outputs of the project will be (i) efficient and climate-resilient irrigation infrastructure and management systems installed; (ii) environmentally sustainable agriculture production systems improved; and (iii) technical Institutional, and management capacity and coordination strengthened. The project design follows the principles of (i) upgrading irrigation systems; (ii) improving the efficiency of resource use in agricultural production through improved seeds and investment in farming equipment; (iii) improving the quality and safety of end-products for consumers; and (iv) ensuring that there is an opportunity to participate in equitable benefit sharing from the project (for more details on the Project, please refer to the Project Administration Manual and Financing Agreement).

Under the Project, The Ministry of Food, Agriculture and Light Industry is seeking to recruit a qualified Engineering and Contract Management Specialist to carry out following duties.

**B. SCOPE OF THE WORK**

Tasks and responsibilities of the Engineering and Contract Management specialist include but are not limited to the following:

- (1) Review the feasibility study report (FSR) design and identify necessary additional engineering details and information;
- (2) Review and comment on the cost estimates for the works prepared by the detailed design consultants;
- (3) For each civil works package in the project procurement plan, review technical specifications, drawings, descriptions of works and personnel and equipment requirements prepared by the detailed design consultants and prepare the technical elements (section 6) of the bidding documents;
- (4) For each goods package in the project procurement plan, prepare the technical specifications of the bidding documents;
- (5) Together with the procurement specialist finalize section 6 of the draft bidding documents for submit the draft bidding documents for each procurement package to the PIU and ADB (as required in the procurement plan) for approval according to the timelines in the project work plan;
- (6) Support the procurement specialist in bid evaluation;
- (7) Review technical progress reports from the capacity building consultants and contractors, ensure compliance with the (quality) standards of the contract document and propose adjustments if needed;
- (8) Visit construction sites and verify if the reported construction lay out, progress and quality in line with the contract documents, including approved contract variations;
- (9) Develop contract management plan for each contract;

(10) Undertake such other tasks as may be reasonably requested and/ or assigned by PU Coordinator and Project Director.

### **C. SUPERVISION AND REPORTING**

The Engineering and Contract Management specialist will be engaged in total of 12 months on intermittent basis with an expected input of 2 months in the first year, following completion of detailed design, and 10 months spread over the project construction phase. He/she will report directly to the PIU project coordinator.

### **D. QUALIFICATIONS/ SELECTION CRITERIA**

- He/she should have at least a bachelor's degree in water construction or civil engineering or closely related fields. Preferably to be a consulting engineer.
- At least 10 years working experience as engineer preferably in construction projects. Working experience in preparation or implementation of World Bank/ADB funded projects.
- Excellent computer literacy, particularly, with MS Office and spreadsheets, and familiar with engineering designing programs such as AutoCad.
- Ability to plan and prioritize work duties as well as work competently under pressure and tight deadlines; Good interpersonal, communication and participatory skills with the ability to function effectively and collaboratively in a team environment.
- Good command in written and spoken English, and excellent command in written and spoken in Mongolian are required.

If you possess the above qualifications, please submit a cover letter with CV, copy of diplomas or certificates and two references from last two employers in a sealed envelope, no later than **12PM on 25 August, 2020** to below address:

Room #511, The National Association of Mongolian Agricultural Cooperatives /NAMAC/ Building, Peace Avenue 18A/1, Bayanzurkh District, Ulaanbaatar 13381

Phone: +976 88100853

Email: [vpia.info@gmail.com](mailto:vpia.info@gmail.com)

#### **Contact address:**

Attn: Ms. Khishgee # 605, Phone: 261908, the Ministry of Food, Agriculture and Light Industry

Only short-listed candidates will be contacted. The submitted documents will not be returned to the applicants. Incomplete applications would not be considered.

**MONGOLIA**  
**VEGETABLE PRODUCTION AND IRRIGATED AGRICULTURE PROJECT**

**Social and Gender Specialist (CS-08)**

**Advertisement date: 18 August 2020**

**E. BACKGROUND OF THE PROJECT**

The Government of Mongolia has received a loan and a grant from the Asian Development Bank (ADB) and the Japan Fund for Poverty Reduction (JFPR) to finance the Vegetable Production and Irrigated Agriculture Project (“the Project”). The Ministry of Food, Agriculture and Light Industry (MOFALI) is the project executing agency of the project. The outputs of the project will be (i) efficient and climate-resilient irrigation infrastructure and management systems installed; (ii) environmentally sustainable agriculture production systems improved; and (iii) technical Institutional, and management capacity and coordination strengthened. The project design follows the principles of (i) upgrading irrigation systems; (ii) improving the efficiency of resource use in agricultural production through improved seeds and investment in farming equipment; (iii) improving the quality and safety of end-products for consumers; and (iv) ensuring that there is an opportunity to participate in equitable benefit sharing from the project (for more details on the Project, please refer to the Project Administration Manual and Financing Agreement).

Under the Project, The Ministry of Food, Agriculture and Light Industry is seeking to recruit a qualified **Social and Gender Specialist** to carry out following duties.

**F. SCOPE OF THE WORK**

Tasks and responsibilities of the Social and Gender Specialist include but are not limited to the following:

- (1) Develop a work plan for implementing and monitoring the poverty, social and gender dimensions of the project based on key socioeconomic indicators, and support implementing the project performance management system; take leadership to assist implementing the gender and social development action plans including the SDAP, CPP and GAP in accordance with the ADB’s approved plans; provide practical advice and support to MOFALI/PIU on the implementation of relevant plans following both ADB and domestic policy frameworks;
- (2) Closely monitor to ensure that the project does not have any indigenous peoples impacts within the meaning of the Safeguards Policy Statement. In the event that the project does have any such impact, assist the executing agency and PIUs to take all steps required to ensure that the project complies with the applicable laws and regulations of the PRC and with the SPS;
- (3) Closely monitor to ensure that the project does not involve involuntary land acquisition and resettlement impacts as defined under the ADB SPS; and implement the resettlement framework as needed;
- (4) Assist the MOFALI/PIU to ensure that all the planned irrigated area is state-owned land provided by the government and there is no restriction on land use or access to natural resources;
- (5) Assist MOFALI and PIUs in supervising contractors to ensure there are no issues triggering involuntary resettlement as defined under the ADB’s Safeguard Policy Statement;
- (6) Closely monitor and verify to ensure that the necessary budgetary and human resources to fully implement the SDAP, CPP and GAP are available;

- (7) Review the bidding documents to ensure all the provisions related to labor and health, and the measures set forth in the GAP and SDAP have been incorporated into the bidding documents;
- (8) Assist providing training on prevention and control of transmissible diseases and HIV/AIDS, and community disturbance to relevant officers at *aimag/soum* level, contractors and workers;
- (9) Assist the executing agency and PIU to disclose information at *aimag/soum* levels on the project and its benefits;
- (10) Provide the inputs for the executing agency and PIU in the establishment and operation of GRM;
- (11) Assist MOFALI and the PIU in supervising contractors to ensure compliance with requirements of the SDAP, CPP and GAP, applicable laws and regulations, and ADB's social policies;
- (12) Assist MOFALI and the PIU in supervising the implementation processes of SDAP, CPP and GAP, by collecting and updating basic data, closely coordinating between the MOFALI, PIU, other relevant agencies and officers at *soum* level (i.e. gender focal point and labor and social welfare officer);
- (13) Provide inputs of social and gender to project progress reports, annual monitoring reports, midterm report, project completion report, and other project required documents;
- (14) Provide inputs for the training and capacity development of MOFALI/PIU and relevant officers at *aimag* and *soum* levels, coordinate with the team leader and other team specialists to carry out training program and provide support to the capacity development activities for implementation and monitoring and evaluation of the SDAP, CPP, GAP, and other social measures, as necessary;
- (15) Ensure that the performance indicators set-up in the Project DMF regarding gender and other social issues are met; and
- (16) Undertake any other necessary work assigned by the team leader/DTL.

#### **G. SUPERVISION AND REPORTING**

The Social and Gender specialist will be engaged for an expected duration of 12 months on an intermittent basis, 2 months in a year over the project implementation period. He/she will report directly to the PIU project coordinator.

#### **H. QUALIFICATIONS/ SELECTION CRITERIA**

- He/she should have a bachelor's degree or higher degree in sociology or related fields.
- At least 10 years working experience as a social and gender specialist; Working experience in preparation or implementation of World Bank/ADB funded projects.
- Good knowledge on the ADB's social, gender and safeguards policies; Good command in both written and spoken English and Mongolian is required.
- Ability to plan and prioritize work duties as well as work competently under pressure and tight deadlines; Good interpersonal, communication and participatory skills with the ability to function effectively and collaboratively in a team environment; Excellent computer literacy, particularly, with MS Office and spreadsheets.

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