**Terms of Reference**

**Dushanbe Sustainable Urban Development Project to be implemented by the Smart City SUE**

**Civil Engineer**

1. **Background**

The Project will support Dushanbe in addressing its pressing solid waste management challenges, which is of high importance for the city’s green and sustainable development. Dushanbe’s improved solid waste management will put the city on a long-term track towards cradle-to-cradle economy where resources are reused and waste is minimized.

The Project is comprised of four components. *Component 1 — Solid waste collection efficiency: This component will improve the adequacy and efficiency of the solid waste collection services provided by four waste collection SUEs. Component 2 — Solid waste processing and disposal: This component will upgrade and rehabilitate physical and operational elements of the Dushanbe landfill, as well as improve its environmental setting, performance, contributing to mitigating climate change impacts, scaling up resource recovery, and satisfying waste pickers’ needs. Component 3 — Institutional strengthening: This component will strengthen a wide range of institutional aspects of Dushanbe’s integrated solid waste management, enhance required institutional capacity as well as improve performance management within adequate policies. Component 4 — Project management: This component will support incremental operating costs of the PIG and project management consultants.*

The Civil/Waste Engineer will be hired to assist the Smart City SUE in planning, analysing, and monitoring of civil works, with direct reporting to the Manager of the PIG under the Smart City SUE.

1. **Scope of Works/Responsibilities**

In his/her activities, the Civil Engineer will be guided by the provisions of the Legal Agreement and Project Operations Manual. The Civil Engineer is to perform the following tasks:

* Review technical specifications, operational requirements, terms of reference, technical evaluation reports, and other engineering documentation;
* Control the fulfilment of Project requirements, government standards, Building Code, including works and equipment delivered under contracts; undertake quality assurance of works, services, and equipment procured under the Project;
* Verify and adjust payment documents with respect to the delivered works and goods;
* Analyse technical solutions selected for the Project; assess potential improvements, as needed;
* Detect and record major and minor shortcomings and deficiencies as well as relevant measures to rectify them;
* Maintain databases and records on the technical aspects of contracts executed and implemented under the Project, including drawings, images, sketch designs, and explanatory notes, as needed
* Contribute to developing a Project implementation plan; analyse, assess, clarify a componentы implementation plan and endorse it with the PIG management;
* Maintain close cooperation with the Procurement Specialist to prepare bidding documents and evaluate proposals;
* Make sure that the documentation meets technical norms and standards and that financial estimates, quantities, and work schedules are feasible;
* Obtain permits and approvals required for Project implementation;
* Contribute to organizing and conducting tenders for the procurement of works, goods, and services in accordance with the IBRD’s procedures, including involvement in the Evaluation Committee’s work;
* Provide input to the drafting of component-related works and services contracts and negotiations with potential suppliers/contractors;
* Prepare contract completion reports;
* Participate in establishing Acceptance Commissions, State Acceptance Commission and its Working Groups;
* Review consultants’ reports, undertake initial verification of their accounts, and submit payment requests to the PIG’s FM Specialist with respect to the work completed under the signed contracts and agreements;
* Monitor Project’s component performance and prepare reports according to the established requirements and criteria;
* Perform other Project-related assignments, as needed.

1. **Assignment Duration**

The assignment will span the entire Project implementation period, *i.e.* until \_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_ 20\_\_\_.

1. **Reporting**

The Civil Engineer will be subordinate to the Manager of the PIG under the Smart City SUE. Monthly reports should be prepared and submitted in Russian in both soft and hard copy in line with internal procedures.

1. **Place of Work**

The Civil Engineer will be based in the PIG office at the Smart City SUE. The Smart City SUE will provide the Civil Engineer with documents required for service provision and a workstation with access to Internet and office equipment.

**VI. Qualification Requirements**

The Civil Engineer should desirably have experience in implementing similar projects financed by the World Bank, Asian Development Bank, Islamic Development Bank, EU, etc., solid understanding of communal infrastructure-related problems as well as deep knowledge of and practical experience in the following areas: (a) design and construction of waste disposal, as well as other infrastructure; (b) infrastructure construction contract management and control.

The candidate should have sound practical knowledge of the FIDIC contract conditions; successful work experience in the capacity of a supervision engineer/claims expert; practical experience in managing FIDIC contracts, including processing of payments, settlement of claims, issuance of options, etc.; at least theoretical knowledge of, but desirably practical experience in, the IFIs’ procurement regulations.

**Minimum Requirements:**

* Higher education in civil engineering and/or environmental engineering;
* At least five years of work experience in the field of utility and communal infrastructure, including relevant experience related to construction (and operation) of landfills and associated infrastructure;
* Experience in development and/or technical evaluation of feasibility studies and environmental studies/designs would be an advantage;
* Good knowledge of the best international technical engineering practices as well as local engineering and construction norms (Building Code);
* Good knowledge of local requirements and construction supervision procedures as well as principles of maintaining relevant documents;
* Advanced computer skills;
* Good knowledge of Tajik and Russian (and desirably English).