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TERMS OF REFERENCE

Field Engineer Consultant

CONTRACT MODALITY	Individual Consultancy
DUTY STATION	Hyderabad Pakistan Office based (With Possible Travel)
DURATION OF CONTRACT	14 Months

Purpose of Assignment

UNICEF Pakistan has provided critical support to the Government of Sindh in rehabilitating schools, WASH facilities, and health infrastructure. Building on these efforts, UNICEF, with support from various donors, plans to further assist the government in the rehabilitation and construction of facilities across the education, health, and WASH sectors. Further, more specifically, greater support will be directed towards the education sector to strengthen school infrastructure, enhance learning conditions, and improve accessibility for students. Additionally, in Sindh, UNICEF serves as the grant agent for both the System Transformation Grant (STG) and the System Capacity Grant (SCG), funded by the Global Partnership for Education (GPE). Under the STG, the Sindh Learning Programme (SLP) has been launched as a four-year initiative targeting four districts: Dadu, Tando Allahyar, Tharparkar, and Umerkot. Key interventions under SLP include 1) Upgrading 50 primary schools to middle schools using prefabricated structures, incorporating pre-primary classrooms, separate latrines, and handwashing facilities for boys and girls.2) minor repairs and maintenance of 150 schools to enhance infrastructure and accessibility, ensuring a safer and more inclusive learning environment.

The Field Engineer/Consultant will provide technical support for planning, monitoring, supervision, quality assurance and field-level oversight of construction, rehabilitation, solarization and other related engineering activities in Sindh, with particular focus on the GPE-supported Sindh Learning Programme (SLP), especially Component 1. The assignment also allows for technical support to other UNICEF sectors, including Education, WASH and Health, where such support is required and remains within the scope of the approved Terms of Reference

Scope of Work

Under the direct supervision and guidance of the Chief Field Office, UNICEF Karachi and the technical oversight of the Construction Specialist, the incumbent will be responsible for monitoring all construction activities in the Sindh and providing technical support on managing construction, solarization and rehabilitation activities for related sections i.e. Education, health, WASH and others.

To ensure the successful execution of Component 1, there is a critical need for additional technical and human resources to support field-based tasks. This includes:

- Regular on-site assessments, technical support, monitoring, reporting, and validation of construction and rehabilitation work in the four target districts.
- To oversee site finalization, BoQ preparation, cost estimation, supervision, and quality assurance.

Field Engineer Responsibilities:

- The engineers engaged under this initiative will:
- Support the Construction Specialist in developing the work plan for construction activities within the

geographic location; determine priorities/targets and performance measurements and monitor work progress to ensure that results are achieved according to schedule and performance standards.

- Attend technical meetings; prepare PPT presentations on projects' progress; undertake follow-up actions in relation to project implementation and monitoring.
- Provide Programme/Operations sections with information on projects' progress; undertake appropriate actions to overcome technical obstacles prepare reports on projects' progress.
- Apply UNICEF norms and standards (child-friendly, accessibility etc.) to construction projects, taking into consideration the local environment and available materials; verify if compliance with green building standards is required in coordination with related support unit
- Support in preparation of technical documents related to construction (design drawings, technical specifications and bills of quantities); verify whether they are clear, complete and compliant to programmatic and construction needs, eco-efficiency and accessibility requirements; undertake the actions required to endorse these technical documents by relevant ministries.
- Follow up with the designing firms and government entities for obtaining all permits required for construction activities prior to initiating works.
- Assist in preparing and reviewing the tender documents in relation to construction works and engineering services; attend bidders' conference and present the technical components of the tender; draft answers on technical questions raised by the bidders during the tendering.
- Support in organizing bidders' meetings /conference and site visits; participate in the evaluation of technical proposals received and draft technical recommendations; if needed, provide support to related section on the analysis of financial proposals.
- Participate in the kick-off meeting of construction works with the construction company/ vendors, the engineering firm and relevant government counterparts.
- Provide close monitoring on construction activities by undertaking regular site visits and conducting regular technical meetings including joint monitoring with relevant Government technical services; follow up progress for each activity per milestones and review site supervision reports to ensure work compliance with norms, standards, and timeline; verify quality and precautions on health and safety standards on ground.
- Use effective monitoring and supervision tools to ensure assessment of works quality, progress, and performance of engineering firms and construction companies during the entire duration of the project.
- Verify and endorse payments/variations and compile supporting documents; monitor construction expenditures and progress certificates; prepare and maintain relevant table for each construction activity.
- Validate and visit sites and finalize locations in coordination with provincial and district education teams.
- Provide technical support and review BoQs and cost estimates for construction work where required.
- Monitor on-site construction activities to ensure adherence to design and quality standards.
- Provide regular progress updates, technical support, and supervision to ensure timely completion of tasks.
- Support project stakeholders’ coordination and address challenges related to access and No Objection Certificate- NOC requirements

Work Assignments Overview	Deliverables/Outputs	Delivery deadline to complete the deliverable
Technical support for the supervision and monitoring of construction interventions report	**Deliverable 1** Monthly workplan developed approved and aligned with Construction unit objectives •Conduct and document monitoring visits to all active school rehabilitation and reconstruction sites (e.g., minimum of 15-20 visits per month). •Verify physical progress against targets for minor repairs, rehabilitation, and new construction, including specific activities like whitewashing, WASH repairs, solar installation, etc. •Compliance Checks Conducted: Ensure safety, environmental, and accessibility standards of visited sites. •Facilitate 2 or more meetings with contractors, engineers, and sector partners to review work plans, resolve bottlenecks, and track progress. •Identify any delays, quality issues, or risks at project sites and submit an issue log with recommended corrective actions. •Submit photo documentation, completion checklists, and contractor verification forms for all monitored sites. •Monthly progress report – (reflect all above interventions) Certify contractor work progress to initiate payment processing (when there is payments are initiated	30th November 2026
Technical support for the supervision and monitoring of construction interventions	**Deliverable 2** Monthly workplan developed •Conduct and document monitoring visits to all active school rehabilitation and	31st December 2026

	reconstruction sites (e.g., minimum of 15-20 visits per month). •Verify physical progress against targets for minor repairs, rehabilitation, and new construction, including specific activities like whitewashing, WASH repairs, solar installation, etc. •Compliance Checks Conducted: Ensure safety, environmental, and accessibility standards of visited sites. •Facilitate 2 or more meetings with contractors, engineers, and sector partners to review work plans, resolve bottlenecks, and track progress. • Identify any delays, quality issues, or risks at project sites and submit an issue log with recommended corrective actions. •Submit photo documentation, completion checklists, and contractor verification forms for all monitored sites. •Monthly progress report – (reflect all above interventions) Certify contractor work progress to initiate payment processing (when there is payments are initiated)	
Technical support for the supervision and monitoring of construction interventions	**Deliverable 3** Monthly workplan developed •Conduct and document monitoring visits to all active school rehabilitation and reconstruction sites (e.g., minimum of 15-20 visits per month). •Verify physical progress against targets for minor repairs, rehabilitation, and new construction, including specific activities like whitewashing, WASH	31st January 2027

	repairs, solar installation, etc. • Compliance Checks Conducted: Ensure safety, environmental, and accessibility standards of visited sites. • Facilitate 2 or more meetings with contractors, engineers, and sector partners to review work plans, resolve bottlenecks, and track progress. • Identify any delays, quality issues, or risks at project sites and submit an issue log with recommended corrective actions. • Submit photo documentation, completion checklists, and contractor verification forms for all monitored sites. • Monthly progress report – (reflect all above interventions) Certify contractor work progress to initiate payment processing (when there is payments are initiated	
Technical support for the supervision and monitoring of construction interventions	**Deliverable 4** Monthly workplan developed •Conduct and document monitoring visits to all active school rehabilitation and reconstruction sites (e.g., minimum of 15-20 visits per month). •Verify physical progress against targets for minor repairs, rehabilitation, and new construction, including specific activities like whitewashing, WASH repairs, solar installation, etc. •Compliance Checks Conducted: Ensure safety, environmental, and accessibility standards of visited sites. •Facilitate 2 or more meetings with contractors, engineers, and	28th February 2027

	sector partners to review work plans, resolve bottlenecks, and track progress. •Identify any delays, quality issues, or risks at project sites and submit an issue log with recommended corrective actions. •Submit photo documentation, completion checklists, and contractor verification forms for all monitored sites. •Monthly progress report – (reflect all above interventions) Certify contractor work progress to initiate payment processing (when there is payments are initiated)	
Technical support for the supervision and monitoring of construction interventions	**Deliverable 5** Monthly workplan developed •Conduct and document monitoring visits to all active school rehabilitation and reconstruction sites (e.g., minimum of 15-20 visits per month). •Verify physical progress against targets for minor repairs, rehabilitation, and new construction, including specific activities like whitewashing, WASH repairs, solar installation, etc. •Compliance Checks Conducted: Ensure safety, environmental, and accessibility standards of visited sites. •Facilitate 2 or more meetings with contractors, engineers, and sector partners to review work plans, resolve bottlenecks, and track progress. •Identify any delays, quality issues, or risks at project sites and submit an issue log with recommended corrective actions. •Submit photo documentation, completion checklists, and contractor verification forms for all monitored sites.	31st March 2027

	•Monthly progress report – (reflect all above interventions) Certify contractor work progress to initiate payment processing (when there is payments are initiated)	
Technical support for the supervision and monitoring of construction interventions	**Deliverable 6** Monthly workplan developed • Conduct and document monitoring visits to all active school rehabilitation and reconstruction sites (e.g., minimum of 15-20 visits per month). • Verify physical progress against targets for minor repairs, rehabilitation, and new construction, including specific activities like whitewashing, WASH repairs, solar installation, etc. •Compliance Checks Conducted: Ensure safety, environmental, and accessibility standards of visited sites. •Facilitate 2 or more meetings with contractors, engineers, and sector partners to review work plans, resolve bottlenecks, and track progress. •Identify any delays, quality issues, or risks at project sites and submit an issue log with recommended corrective actions. •Submit photo documentation, completion checklists, and contractor verification forms for all monitored sites. •Monthly progress report – (reflect all above interventions) Certify contractor work progress to initiate payment processing (when there is payments are initiated) Certify contractor work progress to initiate payment processing (when there is payments are initiated	30th April 2027

Technical support for the supervision and monitoring of construction interventions	**Deliverable 7** Monthly workplan developed •Conduct and document monitoring visits to all active school rehabilitation and reconstruction sites (e.g., minimum of 15-20 visits per month). •Verify physical progress against targets for minor repairs, rehabilitation, and new construction, including specific activities like whitewashing, WASH repairs, solar installation, etc. •Compliance Checks Conducted: Ensure safety, environmental, and accessibility standards of visited sites. •Facilitate 2 or more meetings with contractors, engineers, and sector partners to review work plans, resolve bottlenecks, and track progress. •Identify any delays, quality issues, or risks at project sites and submit an issue log with recommended corrective actions. •Submit photo documentation, completion checklists, and contractor verification forms for all monitored sites. •Monthly progress report – (reflect all above interventions Certify contractor work progress to initiate payment processing (when there is payments are initiated)	31st May 2027
Technical support for the supervision and monitoring of construction interventions	**Deliverable 8** Monthly workplan developed •Conduct and document monitoring visits to all active school rehabilitation and reconstruction sites (e.g., minimum of 15-20 visits per month). •Verify physical progress against targets for minor repairs,	30th June 2027

	rehabilitation, and new construction, including specific activities like whitewashing, WASH repairs, solar installation, etc. •Compliance Checks Conducted: Ensure safety, environmental, and accessibility standards of visited sites. •Facilitate 2 or more meetings with contractors, engineers, and sector partners to review work plans, resolve bottlenecks, and track progress. •Identify any delays, quality issues, or risks at project sites and submit an issue log with recommended corrective actions. •Submit photo documentation, completion checklists, and contractor verification forms for all monitored sites. •Monthly progress report – (reflect all above interventions) Certify contractor work progress to initiate payment processing (when there is payments are initiated	
Technical support for the supervision and monitoring of construction interventions	**Deliverable 9** Monthly workplan developed •Conduct and document monitoring visits to all active school rehabilitation and reconstruction sites (e.g., minimum of 15-20 visits per month). •Verify physical progress against targets for minor repairs, rehabilitation, and new construction, including specific activities like whitewashing, WASH repairs, solar installation, etc. •Compliance Checks Conducted: Ensure safety, environmental, and accessibility standards of visited sites. •Facilitate 2 or more meetings with contractors, engineers, and sector partners to review work	31st July 2027

	plans, resolve bottlenecks, and track progress. •Identify any delays, quality issues, or risks at project sites and submit an issue log with recommended corrective actions. •Submit photo documentation, completion checklists, and contractor verification forms for all monitored sites. •Monthly progress report – (reflect all above interventions) Certify contractor work progress to initiate payment processing (when there is payments are initiated	
Technical support for the supervision and monitoring of construction interventions	**Deliverable 10** Monthly workplan developed •Conduct and document monitoring visits to all active school rehabilitation and reconstruction sites (e.g., minimum of 15-20 visits per month). •Verify physical progress against targets for minor repairs, rehabilitation, and new construction, including specific activities like whitewashing, WASH repairs, solar installation, etc. •Compliance Checks Conducted: Ensure safety, environmental, and accessibility standards of visited sites. •Facilitate 2 or more meetings with contractors, engineers, and sector partners to review work plans, resolve bottlenecks, and track progress. •Identify any delays, quality issues, or risks at project sites and submit an issue log with recommended corrective actions. •Submit photo documentation, completion checklists, and contractor verification forms for all monitored sites. •Monthly progress report –	31st August 2027

	(reflect all above interventions) Certify contractor work progress to initiate payment processing (when there is payments are initiated)	
Technical support for the supervision and monitoring of construction interventions	**Deliverable 11** Monthly workplan developed •Conduct and document monitoring visits to all active school rehabilitation and reconstruction sites (e.g., minimum of 15-20 visits per month). •Verify physical progress against targets for minor repairs, rehabilitation, and new construction, including specific activities like whitewashing, WASH repairs, solar installation, etc. •Compliance Checks Conducted: Ensure safety, environmental, and accessibility standards of visited sites. •Facilitate 2 or more meetings with contractors, engineers, and sector partners to review work plans, resolve bottlenecks, and track progress. •Identify any delays, quality issues, or risks at project sites and submit an issue log with recommended corrective actions. •Submit photo documentation, completion checklists, and contractor verification forms for all monitored sites. •Monthly progress report – (reflect all above interventions) Certify contractor work progress to initiate payment processing (when there is payments are initiated)	30th September 2027

Technical support for the supervision and monitoring of construction interventions	**Deliverable 12** Monthly workplan developed •Conduct and document monitoring visits to all active school rehabilitation and reconstruction sites (e.g., minimum of 15-20 visits per month). •Verify physical progress against targets for minor repairs, rehabilitation, and new construction, including specific activities like whitewashing, WASH repairs, solar installation, etc. •Compliance Checks Conducted: Ensure safety, environmental, and accessibility standards of visited sites. •Facilitate 2 or more meetings with contractors, engineers, and sector partners to review work plans, resolve bottlenecks, and track progress. •Identify any delays, quality issues, or risks at project sites and submit an issue log with recommended corrective actions. •Submit photo documentation, completion checklists, and contractor verification forms for all monitored sites. •Monthly progress report – (reflect all above interventions) Certify contractor work progress to initiate payment processing (when there is payments are initiated)	31st October 2027
Technical support for the supervision and monitoring of construction interventions	**Deliverable 13** Monthly workplan developed •Conduct and document monitoring visits to all active school rehabilitation and reconstruction sites (e.g., minimum of 15-20 visits per month).	30th November 2027

	•Verify physical progress against targets for minor repairs, rehabilitation, and new construction, including specific activities like whitewashing, WASH repairs, solar installation, etc. •Compliance Checks Conducted: Ensure safety, environmental, and accessibility standards of visited sites. •Facilitate 2 or more meetings with contractors, engineers, and sector partners to review work plans, resolve bottlenecks, and track progress. •Identify any delays, quality issues, or risks at project sites and submit an issue log with recommended corrective actions. •Submit photo documentation, completion checklists, and contractor verification forms for all monitored sites. •Monthly progress report – (reflect all above interventions Certify contractor work progress to initiate payment processing (when there is payments are initiated)	
Technical support for the supervision and monitoring of construction interventions	**Deliverable 14** Monthly workplan developed •Conduct and document monitoring visits to all active school rehabilitation and reconstruction sites (e.g., minimum of 15-20 visits per month). •Verify physical progress against targets for minor repairs, rehabilitation, and new construction, including specific activities like whitewashing, WASH repairs, solar installation, etc. •Compliance Checks Conducted: Ensure safety, environmental, and accessibility standards of	31st December 2027

	visited sites. •Facilitate 2 or more meetings with contractors, engineers, and sector partners to review work plans, resolve bottlenecks, and track progress. •Identify any delays, quality issues, or risks at project sites and submit an issue log with recommended corrective actions. •Submit photo documentation, completion checklists, and contractor verification forms for all monitored sites. •Monthly progress report – (reflect all above interventions) Certify contractor work progress to initiate payment processing (when there is payments are initiated)	

Payment Schedule:

Payment will be made on submission and acceptance of deliverables. UNICEF reserves the right to withhold payment in case the deliverables submitted are not up to the required standard or in case of delays in submitting the deliverables on the part of the consultant.

Important Notes

- Individuals engaged under a consultancy or individual contract will not be considered "staff members" under the Staff Regulations and Rules of the United Nations and UNICEF's policies and procedures and will not be entitled to benefits provided therein (such as leave entitlements and medical insurance coverage). Their conditions of service will be governed by their contract and the General Conditions of Contracts for the Services of Consultants and Individual Contractors. Consultants and individual contractors are responsible for determining their tax liabilities and for the payment of any taxes and/or duties, in accordance with local or other applicable laws.
- Contracts are conditional upon the selected candidate's willingness to comply with any current or future vaccination requirements that may be established by UNICEF, where applicable. Failure to comply with applicable vaccination requirements, where required and without an approved medical exemption by UNICEF, may result in the withdrawal of the consultancy offer or termination of the contract in accordance with the General Terms and Conditions of Contract.
- UNICEF offers reasonable accommodation for consultants with disabilities. This may include, for example, accessible software, travel assistance for missions or personal attendants. We encourage you to disclose your disability during your application in case you need reasonable accommodation during the selection process and afterwards in your assignment.

QUALIFICATIONS / SPECIALIZED KNOWLEDGE / EXPERIENCE/ COMPETENCIES (CORE/TECHNICAL/FUNCTIONAL) / LANGUAGE SKILLS REQUIRED FOR THE ASSIGNMENT

Minimum requirements:

Education: Bachelors in civil engineering

Work Experience: A minimum of 2 years of relevant and professional experience as a civil engineer in the field of construction is required

Skills:

Proven practical experience in the construction and rehabilitation of government buildings, particularly schools.
Extensive experience in conducting assessments, preparing cost estimates, designing structures, and coordinating with government authorities and UN field teams.
Demonstrated expertise in school construction, as well as water, sanitation, and hygiene (WASH) in schools' projects.
Proficiency in providing technical design services, including the development of Bills of Quantities (BoQs) and related documentation.
Comprehensive knowledge of the target area, including its socio-economic and environmental context.
Strong ability to communicate effectively and relate to individuals from diverse cultural backgrounds, with a capacity to consider and address differing perspectives.
Proficiency in using computer software for design, reporting, and communication.
Strong technical writing skills for preparing detailed reports, updates, and correspondence in electronic formats.

Ability to make timely and quality judgments and decisions in consultation with UNICEF
Ability to operate GPS to take coordinates etc.
Ability to work under pressure, meet tight deadlines and willingness to accept the assignment at short notice.

Language Requirements: Fluency in English is required. Knowledge of a local language (Urdu, Sindhi) will be considered an asset
Desirables: Experience in the construction or rehabilitation of school or health facilities with UN agencies, INGOs, or NGOs is an asset