

Integrated Rurban Development and Climate Resilience Project (IRDCRP)

Technical Officer - Category F

Terms of Reference (TOR)

01. Introduction to the Project

The Integrated Rurban Development and Climate Resilience Project (IRDCRP) is implemented under the Ministry of Agriculture, Livestock, Lands & Irrigation and jointly funded by the Government of Sri Lanka (GOSL) and the World Bank (WB). The IRDCRP is a five-year development project (2025–2030) with a total investment of US\$ 103 million. The project has been designed to uplift small- and medium-scale holdings in agriculture, livestock, fisheries, and plantation for addressing critical gaps along the value chain from farm to folk. Its primary objective is to enhance productivity, competitiveness, and climate resilience in agri-food production within project areas, thereby empowering rural communities, strengthening food security, and ensuring sustainable growth for the nation.

The project objective is to improve climate resilience of farmer families and productivity of irrigated agriculture in selected climatically vulnerable Hot-Spot Areas in Sri Lanka. This will be achieved through increased adaptation of climate-resilient agricultural practices and technologies, and increased access to markets in targeted smallholder farming communities. Project beneficiaries will include smallholder farmers, producer organizations, and agribusiness entrepreneurs who will benefit from improved and modernized irrigation, drainage and flood protection systems; adoption and dissemination of advanced CSA technologies on high efficiency irrigated agriculture techniques and practices; agriculture diversification; and improved market access.

02. Job Profile

Supervise construction activities and report day-to-day issues to Deputy Project Director (DPD) under the Department of Agrarian Development (DAD). Monitor and ensure quality of work and safety at the work sites. Plan the initial preparatory work for upcoming construction activities. Ensure that construction works are done as planned with expected quality and safety at the sites. Recommend interim payment after checking and ascertaining the work completed.

03. Duties and Responsibilities

- Support to supervise construction undertaken by DAD
- Support to supervise installation of modern off-farm and on-farm irrigation
- Attend Progress review meetings and site meetings

- Attend to technical and contractual matters in the bidding documents, Specifications and Drawings.
- Attend and supervise construction work, monitor Quality and safety at the work sites
- Report day-to-day construction activities, issues, and upcoming construction plan in site inspection reports.
- Work with Engineer's, Technical staff, Residents, GSS, and other local organizations to ensure smooth operation of construction activities.
- Attend Grievance Committee meetings as necessary, Inspection of technical matters related to grievances and assist the committee to resolve issues.
- Check Interim Payment Certificates (IPCs) with the actual work done at the site and make recommendations for payment.
- Coordinate with other government organizations to expedite the works related to them.
- Plan and carry out initial preparatory works of upcoming construction works.
- Conduct baseline data collections/surveys.
- Inspect site locations and identify suitable places for disposal and to borrow areas and obtain necessary consents from the owners.
- Support to data collection of Environmental and Social safeguard activities
- Preparation of Contract Agreements, Progress Reports, Technical Evaluation Reports, and Procurement Minutes.
- Supervision of Construction of Farm and Market Access Roads.
- Supervision of Construction of irrigation infrastructure (farm ponds, agro wells, tube wells, and on-farm and off- farm irrigation etc)
- Coordination with the Consultant Engineer to arrange joint measurements and finalize bills.
- Assist to the Engineering staff in checking bills and certifying final payments for construction work
- Preparation of commitment lists for pending payments. Overseeing the handover of completed construction work
- Perform other duties assigned by Commissioner General/DAD, and any task assigned by DPD/DAD and PD/PMU

04. Skills

- Good knowledge of the institutional, technical, and commercial aspects of engineering specifically documentation related to works
- Working experience in engineering related activities
- Excellency writing in English is must;

- Demonstrated computer skills, knowledge of Microsoft Office Suite especially, Word, Excel and PowerPoint;
- Ability to handle multiple tasks simultaneously, set priorities, and work independently, or under minimum supervision;
- A commitment to achieve the targets and objectives of the organization;
- Knowledge of experience with other international development organizations' procurement procedures would be an added advantage;
- Experience working in the projects with the World Bank or similar projects is preferable.
- Financial management, administrative skills Managerial, leadership and staff motivation.
- Data analysis and report writing.
- Excellent communication and organization skills.
- Ability to work under pressure and work extra hours when required.

05. Category F – Basic Qualifications and Experience Required

Technical Officer 1: (1) or (2) or (3) below.

01. A Bachelor's Degree/ A qualification recognized by the University Grants Commission as an equivalent qualification to a degree in the relevant field.

or

A certificate of proficiency not below than the National Vocational Qualification Level 7 issued by a Technical/ Vocational Training Institute accepted by Tertiary and Vocational Education Commission, relevant to the technical field of the post.

and

At least 02 years of experience in the required area of specialization.

02. A certificate of proficiency not below than the National Vocational Qualification Level 6 issued by a Technical/ Vocational Training Institute accepted by Tertiary and Vocational Education Commission, relevant to the technical field of the post.

and

At least 05 years of experience in the required area of specialization.

03. A certificate of proficiency not below than the National Vocational Qualification Level 5 issued by a Technical/ Vocational Training Institute accepted by Tertiary and Vocational Education Commission, relevant to the technical field of the post.

and

At least 08 years of experience in the required area of specialization.

Technical Officer 2: (1) or (2) or (3) below.

01. A Bachelor's Degree/ A qualification recognized by the University Grants Commission as an equivalent qualification to a degree in the relevant field.

or

A certificate of proficiency not below than the National Vocational Qualification Level 7 issued by a Technical/ Vocational Training Institute accepted by Tertiary and Vocational Education Commission, relevant to the technical field of the post.

02. A certificate of proficiency not below than the National Vocational Qualification Level 6 issued by a Technical/ Vocational Training Institute accepted by Tertiary and Vocational Education Commission, relevant to the technical field of the post.

and

At least 03 years of experience in the required area of specialization.

03. A certificate of proficiency not below than the National Vocational Qualification Level 5 issued by a Technical/ Vocational Training Institute accepted by Tertiary and Vocational Education Commission, relevant to the technical field of the post.

and

At least 06 years of experience in the required area of specialization.

06. Travels to Project Areas

Require to travel project implementation areas when required

07. Working Location/Station

Attached to Department of Agrarian Development (DAD)