

Integrated Rurban Development and Climate Resilience Project (IRDCRP)

Engineering Assistant - 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

Engineering Assistant will be responsible for assisting Senior Project Engineer (Civil) and Senior Project Engineer (Irrigation) for Procurement, Field supervision, payments etc

03. Duties and Responsibilities

- Preparation of Contract Agreements, Progress Reports, Technical Evaluation Reports, and Procurement Minutes.
- Supervision of Construction of Processing Centers.
- 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)
- Supervision of Construction of Poly Tunnels.
- Coordination with the Consultant Engineer to arrange joint measurements and finalize bills.
- Assist the Senior Engineers (Civil/Irrigation) 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 demanded by Senior Engineers (Civil/Irrigation).
- Any other duties assigned by the Project Director/DPD ID

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

(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.

06. Travels to Project Areas

Require to travel project implementation areas when required

07. Working Location

Attached to Irrigation Department to work where the projects sites are located.