

Sindh Water Sector Improvement Project Phase-I (WSIP-I)

Procurement of Services of Director Area Water Board

Terms of Reference (TORs)

General:

The Government of Sindh is implementing far reaching reforms in the Irrigation & Drainage Sector. For this purpose three Area Water Boards of Nara, Ghotki & Left Bank canal command have been established. Government of Sindh with financial assistance of International Development Association (IDA) has started the Water Sector Improvement Project Phase-I (WSIP-I) which aims at improving irrigation system in three Area Water Boards (AWBs) of Ghotki Feeder, Nara Canal and Left Bank Canals (Akram Wah and Fuleli), which are already functioning.

The Community Development and Capacity Building is key components of the project. Under this component capacity of three AWBs would be strengthened / enhanced by providing of professional staff and other support to enabling AWBs to perform their responsibilities according to the Sindh Water Management Ordinance of 2002, and under the Project to improve the irrigation and drainage system under the jurisdiction of AWBs.

The services of Director would be provided to each AWB to coordinate the overall administrative and operations of AWBs and to advise / assist the Board exercising independent judgment and initiative to run the AWBs from traditional system to new system under irrigation reform process currently under implementation in Sindh Province. .

Specific Role and Responsibilities / Duties /Tasks:

- i) Overall responsible for administrative and operational activities of AWB
- ii) Develop and implement goals, objectives, polices and priorities
- iii) Oversee the design, construction, operation, regulation of irrigation supplies and maintenance of irrigation and drainage facilities in conjunctions with staff members of AWB
- iv) Direct and participate in the preparation of technical and administrative reports
- v) Serve as advisory member and act as Secretary of the Board in line with the SWMO-02
- vi) Prepare and submit to Board reports of finances and administrative activities
- vii) Keep Board advised financial conditions, development program progress and present and future needs of the AWB
- viii) Keep close liaison with all stakeholder specifically with Sindh Irrigation and Drainage Authority (SIDA) and farmers Organizations (FOs) and present reports and recommendations to them
- ix) Canal Regulation Management in AWB.

- x) Oversee the enforcement of all AWB rules and regulations
- xi) Direct the preparation of plans and specifications for work which the Board orders
- xii) Interpret analyze and explain polices, procedures and programs
- xiii) Confer with farmers, taxpayers, local citizen's representatives, business and other individuals, groups and outside agencies having an interest for potential interest in affairs of AWB concern
- xiv) Respond to the urgent complaints and requests for information
- xv) Represent the Board in the community and at professional meetings as required
- xvi) Coordinate AWB activities with other governmental agencies and outside organizations
- xvii) Supervise, train and evaluate staff performance.
- xviii) Perform all duties as may be prescribed in the rules and regulations of AWBs
- xix) Responsible for financial management of AWBs act as co-signatory for operation of designated Project Account of IDA Credit and assignment Account of GOS funds with Chairman and GM Finance, AWB
- xx) Performa related duties as assigned by the Board

Eligibility Criteria:

BE (Civil), with at least 15 years experience or 10 years experience with Masters degree of Engineering (Water Resource Management / Hydraulics / Irrigation and Drainage). Progressively responsible professional experience in Operation of main branch canals and distributaries minor and hydraulic structures irrigation, drainage and flood protection facilities through participatory management, knowledge of planning, designing, supervision, contract management of projects in relevant fields, implementation of different projects in the sector, to demonstrate possession of the knowledge and abilities. He should monitor, plan and implement the operation and maintenance process of the irrigation, drainage and flood protection works. Having experience in Procurement of goods / works consulting services as per prevailing rules practice, including donors' procedures.

- Age limit up to 55 years, however it can be relaxed for existing SIDA and AWBs staff
- Should have knowledge on procurement procedures of government and donors rules.
- Should be Computer literate and knowledge of email and internet
- Proficiency in English and Sindhi languages and good communication skills and report writing is essential
- Having experience in dealing with International Donor funded Projects

Remuneration /Salary Package:

A handsome remuneration /salary package will be Rs. 80,000/= per month.

Posting place would be secretariat/head office of AWBs located in Nara Canal, Mirpurkhas, Ghotki Feeder, Ghotki and Left Bank Canal, Badin.