

GENERAL MANAGER - OPERATIONS

DEFINITION:

To plan, direct, and review the engineering activities of Sindh Irrigation and Drainage Authority, to provide highly responsible, professional and technical staff assistance; and to ensure Authority fulfills its statutory duties in respect of the distribution of water and the provision of drainage and flood protection.

SUPERVISION RECEIVED AND EXERCISED:

The Managing Director, SIDA, provides administrative direction. Besides routine function of SIDA, General Manager Operations will assist Project Director SWAT for project related activities. Responsibilities include direct and indirect supervision of other managers, professional, technical and clerical staff as assigned.

FUNCTIONS AND TASKS:

- To Plan, direct and review management and engineering activities of Sindh Irrigation & Drainage Authority, to provide highly responsible, professional and technical staff assistance; and to ensure the Authority fulfills its statutory duties in respect of the distribution of water and provision of drainage and flood protection.
- Develop and implement goals, objectives, policies and priorities in irrigation, drainage and flood protection facilities through participatory management;
- Plan, direct and review the construction, operation and maintenance of irrigation, drainage and flood protection infrastructure and systems;
- Develop overall policies, financial resources and facility plans for the irrigation, drainage and flood protection facilities in conjunction with staff members and consultants;
- Confer with managers to review current & proposed projects, schedules, organization/personnel problems.
- Review and sign engineering drawings, work orders and purchase orders for the various facilities within his responsibility;
- Review and approve the task detail design for the entities who prepare the detail design for different irrigation and drainage schemes planned to be rehabilitated or constructed;
- Ensure the process of public consultation for the preparation of the detail design;
- Organize supervision procedures for civil works planned to be carried out in different I&D schemes.
- Supervise performance of the irrigation engineers, who supervise works done by FO based on CBC
- To deal with contract management and all procurement activities related to works and goods.
 - Prepare and administer the departmental budget;
 - Direct and participate in the preparation of technical and administrative reports;
 - Present reports and recommendations to Board and to MD SIDA and to the Management Team;
 - Develop general procedures for control of activities.
- Participate in professional activities and speak before water users and community groups regarding plans/policies;
- Direct and participate in the preparation of the Capital Improvement Plan of the irrigation, drainage and flood protection services;
- Coordinate SIDA's activities with other Government bodies and with outside agencies;
- Select, supervise, train and evaluate staff:

QUALIFICATIONS:

Experience:

- At least 10 years minimum experience for Master's degree and 15 years minimum experience for Bachelor's degree.
- Progressively responsible professional experience in irrigation, drainage and flood protection facilities through participatory management.
- Should have knowledge of planning, designing, supervision, contract management of projects in relevant fields, implementation of different project in the sector, to demonstrate possession of the knowledge and abilities.
- Should monitor, plan and implement the operation and maintenance process of the irrigation, drainage and flood protection works.
- Should be Computer literate and well versed with advance computer applications

- Proficiency in English and good communication skills and report writing is essential.
- Having knowledge of procurement procedure of government as well as donor funded projects and experience of working with Donor funded projects.

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Education:

- B.E. Civil / Masters in Engineering (Water Resource Management/ Hydraulics /Irrigation and Drainage/Agriculture)

GENERAL MANAGER – RESEARCH AND DEVELOPMENT

DEFINITION:

The purpose of this role is to coordinate research for the improvement of water management including irrigation, drainage and flood control within Sindh and development of SIDA authority to make it self sustainable. The SIDA will outsource most of the research and development studies to universities and research institutes.

SUPERVISION RECEIVED AND EXERCISED:

General direction is provided by the Managing Director. . Besides routine function of SIDA, General Manager (R&D) will assist Project Director SWAT for project related activities. This is a department head role within SIDA. Responsibilities include direct and indirect supervision of managers, professional, technical and clerical staff as assigned and manage the environmental section.

FUNCTIONS AND TASKS

- Maintain up-to-date knowledge of any laws and regulations which relate to SIDA's responsibilities for Research and Development and keep SIDA in compliance;
- Prepare, monitor and manage the R&D budget;
- Setup an Advisory Committee for Research and Development with representative of stakeholders and research institutes, to discuss needs for Research and Development;
- Keep up to date with Water Management research in and outside Pakistan.
- Strengthen SIDA's knowledge base by collecting suitable publications (both from within Pakistan and from other parts of the world);
- In conjunction with advisory committee and in close collaboration with other managers within SIDA and the irrigation and drainage network, develop Research and Development program;
- Specify and outsource Research and Development projects to improve water management, irrigation, flood protection and drainage;
- Evaluate Research and Development results with advisory committee.
- As appropriate, disseminate research findings within SIDA, to SIDA's research partners and to the wider community;
- To deal with all environmental issues in the sector under the jurisdiction of SIDA, AWB, FOs.
- Research to identify the resources to make the SIDA sustainable in Development point of view
- Supervise and evaluate departmental support staff;
- All other duties as may be prescribed or request by the Board.

QUALIFICATIONS:

Experience:

- Total 10 years' experience in relevant field, Responsible for coordinating the research and development strategy for the improvement of efficiency of the Irrigation and Drainage system in Sindh, and insure its sustainable implementation, through establishment and appropriate policy environment and institutional framework, and strengthen capacity of sector institutions.
- Knowledge of:
- Principles and practices of R&D as applied to water management including irrigation, drainage and flood protection.
 - R&D methodologies
 - Formulate, implement and update policies, studies and research programs for different issues of the irrigation and flood protection sector.
 - Improving Sector Policies and Planning.
 - Strengthening and technical foundations of knowledge base on Irrigation and Drainage, and improve the irrigation and Drainage infrastructure.
 - Should be Computer literate and well versed with advance computer applications
 - Proficiency in English and good communication skills and report writing is essential.
 - Having knowledge of procurement procedure of government as well as donor funded projects and experience of working with Donor funded projects.

Education:

- Masters (Civil, Hydraulics, Agriculture, Environment, Natural Resource Management)

SOCIAL DEVELOPMENT SPECIALIST

DEFINITION:

Plans, organizes, directs and coordinates on a network-wide basis the provision of technical, educational and funding services designed to assist the farming community form new farmers' organizations and to improve the operations of existing farmers' organizations.

SUPERVISION RECEIVED AND EXERCISED:

Receives general direction from the MD/General Manager - Transition. . Besides routine function of SIDA, Social Development Specialist will assist Project Director SWAT for project related activities. Duties include direct supervision of the Social Development Cell and also of administrative support personnel assigned to the cell.

FUNCTIONS AND TASKS

- Plans and schedules a wide range of assistance for people interested in forming new Area Water Boards and Farmers' Organizations including initial planning, feasibility determination. Community involvement and acceptance, the creation and implementation of a business plan and the development of regulations.
- Outsource social mobilization activities and manages relevant contractual relationships;
- Provides training for key staff of Area Water Boards, Farmers' Organization and other officers together with relevant educational materials.
- Helps SIDA and Area Water Boards to remain responsive to the needs of the farming community;
- Provides technical assistance to existing AWBs and farmer's Organization facing specific problems or challenges including, for example, new supply constraints or threats to financial viability;
- Ensure the compilation and maintenance of website information useful to Area Water Boards and to Farmers' Organization;
- Creates partnerships with commercial lending institutions, to provide financing for Area Water Boards and Farmers' Organizations.
- Makes presentations to farming and community groups to promote public understanding of Farmers' Organization;
- Analyze industry structure and AWBs and Farmers' Organization operational practices to determine the changes required to maintain or achieve a customer oriented supply system;
- Serve as a catalyst in bringing together the best available resources, working closely with AWBs, FOs and other public and private institutions to develop solutions to specific problems;
- Cultivates and maintains positive working relationships with other staff of SIDA, Government departments especially the Ministry of Agriculture. Government agencies Area Water Boards, Farmers' Organizations' Councils and NGOs;
- Supervise the maintenance of a storehouse of information about AWBs and Farmers' Organization which is made to the farming community through reports, publications and videos covering all aspects of AWBs and FO operations and reflecting significant achievements by AWBs and FOs and the most advanced thinking of the leaders of AWBs and Farmers' Organizations;
- Manages and supervise the Manager SM and Gender, Social Development staff, supervise SDC and any other professional, supervisory, administrative and support staff allocated to the unit;
- Performs other duties as assigned.

QUALIFICATIONS:

Experience:

- At least 8 years in relevant field including Social Mobilization, providing training for Farmers' Organization.
- Should have knowledge on participatory Irrigation Management tools and techniques.
- Should be Computer literate and well versed with advance computer applications
- Proficiency in English and good communication skills and report writing is essential.
- Having knowledge of procurement procedure of government as well as donor funded projects and experience of working with Donor funded projects.

Education:

- Master's Degree in Social Sciences/Rural Development