
NRC in Syria

NRC is in Syria to support people affected by forced displacement (IDPs, returnees, host community etc.) so that they can have access to timely and effective assistance, to cope with the crisis and when the crisis ends return and rebuild their lives. Since the start of its activities in mid-2016 in Syria, NRC has reached with humanitarian assistance to more than **600,000 people** particularly in the Governorates of Damascus, Aleppo, Qoneitra, Dara'a, Hama, Hassake and Rif Damascus, out of which more than 152,000 people reached in 2020 with the provision of more than 255,000 services and moving forward to reach more during 2021.

NRC will continue to apply an integrated programming approach, where Education, capacity building, Shelter/WASH, and Food Security and Livelihoods (FSL) programmes work jointly to enable displacement-affected populations to meet their basic needs, enjoy their rights, and benefit from pathways to durable solutions.

Role Specific Information

2025 and beyond, secure that NRC has a sustainable balance between income and expenses, and that we are organised to deliver quality programmes more efficiently. NRC will rely on highly competent and committed staff who embraces NRC core values, protection policies and code of conduct, and a fit-for-purpose organisational structure to meet the strategic objectives. The **Shelter & WASH Officer** contributes to achieving the NRC Syria Shelter and WASH strategic objectives.

1. Role and responsibilities

The purpose of this position is to support the day-to-day implementation of the Shelter and WASH projects delivered by NRC in Syria. The position-holder will be duty-stationed in the Northeast Area Office, Qamishli, but will be expected to travel to any other Syrian Governorate. Projects in this area are delivered through direct implementation, implementation with local partners and implementation with contractors.

Generic responsibilities:

1. Adherence to NRC policies, guidance, and procedures.
2. Plan and carry out field level implementation of Shelter and WASH activities, in line with project implementation plans and as directed by project manager.
3. Monitor and report the technical guidance and ensure compliance with the technical quality of projects.
4. Provide regular progress reports to the Shelter and WASH Manager and timely report any issues pertaining to the implementation of activities.
5. Ensure that projects target beneficiaries most in need of assistance based on the well-defined criteria and targeting approach.
6. Collaborate with relevant partners at the field level, local authorities, project beneficiaries, local leaders, and community groups.
7. Ensure NRC's related activities are implemented in accordance with NRC Safe and Inclusive Programming (SIP) guidelines, policies, and Syria-specific explanatory notes; Report any breaches/concerns, in a confidential manner, through NRC Syria Country Office reporting channels.
8. Promote and secure a safe working environment for reporting concerns/breaches, and that all cases reported are processed in a confidential and sensitive manner.

Specific responsibilities:

1. Project Support and Implementation:

- Assist in the initiation of shelter and WASH projects at the area level.
- Collaborate in planning an coordinating; and Executing of Shelter and WASH projects while adhering to NRC's quality standards, project log frames, and donor requirements.
- Conduct needs assessments and area profiling for current or prospective operational areas.
- Ensure rigorous monitoring and quality control of assigned project activities; and partner implementations (if any).
- Ensure high quality of data collection, supervise and conduct field visits, review/prepare regular project documents (BoQs, Scope of work, drawings, specs and other ITB technical documents) as well the CoCs, Variation orders for project activities.

2. Administrative and Logistical Coordination:

- Timely administrative, logistical, and financial documentation necessary for project execution in compliance with NRC procedures.
- Conduct the bids technical evaluation for Shelter and WASH projects and share the result with the management.
- Assist in the recruitment and management of casual resources needed for project execution, ensuring their work is documented effectively.

3. Technical Support and Capacity Building:

- Develop and maintain the specialized body of knowledge related to the areas of work related to the position in order to be most effective in supporting the team.
- Provide technical guidance to Shelter/WASH Technical Assistants, aiding in work plan development and capacity enhancement.
- Ensure that all shelter and WASH projects are compatible, standardized and have the same scope and appearance.

4. Monitoring & Evaluation (M&E):

- Support the MEL team during the implementation of post-monitoring and evaluation activities in alignment with the Syria Response M&E Strategy.
- Support the MEL team in collecting project output and outcome data, assessing beneficiary satisfaction, and evaluating the quality of implemented works, recommending improvements as necessary.
- Engage in lessons-learned exercises to enhance future project implementations.

5. Protection Mainstreaming:

- Ensure protection principles are integrated into all shelter and WASH projects, prioritizing beneficiary safety, dignity, and diverse needs.
- Facilitate meaningful access to NRC's services and ensure accountability and participation of affected populations.

6. Collaboration:

- Foster and maintaining a collaborative environment among team members, (Shelter/WASH project team, other core competency teams and support teams).

Our Ideal Candidate

1. Professional competencies

Generic professional competencies:

- Bachelor's Degree with a minimum of (5) years of working experience in studying and supervising construction or rehabilitation of projects (ie: Schools, Bakeries, Markets, Houses, Boreholes, Water Systems, Sewer networks and solar systems for infrastructure projects).
- Educational degree must be in one of the following specializations: Architecture, Civil Engineering, Hydraulics and Water Engineering, Electrical Engineering, Mechanical Engineering or equivalent.

Context related skills, knowledge and experience:

- Knowledge of the context in Northeast Syria.
- Knowledge of building codes and standards in Syria in general.
- Knowledge of computer skills (MS Office software, CAD software), and knowledge of other essential Engineering software is a plus.
- Experience working in complex and volatile, contexts.
- Willing to travel to remote areas and field locations, and flexible with working hours including weekends when required.
- Fluency in Arabic and English, both written and verbal.

What do we offer:

- Duty station: **Qamishli, Syria**
- Contract: Project-Based Employment Contract until the end of October 2026 **(Non-renewable)**
- Salary/benefits: Grade 5 According to the NRC's salary scale and terms and conditions

Important Considerations:

- This position is open to Internal and External candidates.
- **Application deadline is 22 April 2026.**
- Candidates who do not provide complete, detailed information in the online application form may not be considered.
- Applications will be reviewed on a rolling basis as part of our fast-track recruitment process. To ensure full consideration, we strongly encourage you to submit your application as early as possible, ahead of the deadline.

To apply for this Vacancy, please copy link below:

https://23109900.webcruiter.no/Main/Recruit/Public/5114715513?link_source_id=0