



Humanitarian Mine Action Specialist (Operations Specialist)

Who are we?

The Danish Refugee Council assists refugees and internally displaced persons across the globe: we provide emergency aid, fight for their rights, and strengthen their opportunities for a brighter future. We work in conflict-affected areas, along the displacement routes, and in the countries where refugees settle. In cooperation with local communities, we strive for responsible and sustainable solutions. We work toward successful integration and – whenever possible – for the fulfillment of the wish to return home.

The Danish Refugee Council was founded in Denmark in 1956 and has since grown to become an international humanitarian organization with more than 7,000 staff and 8,000 volunteers. Our vision is a dignified life for all displaced.

All of our efforts are based on our value compass: humanity, respect, independence and neutrality, participation, and honesty and transparency.

DRC Syria

DRC has been operating in Syria since 2008, initially responding to the Iraqi refugee crisis before pivoting to a full-scale response to the Syria crisis from 2011 onwards. Our work encompasses the full cycle of displacement—responding to **life-saving humanitarian needs** and supporting community recovery until **durable solutions can be achieved**. DRC Syria takes an area-based approach to supporting internally displaced persons (IDPs), returnees, and host communities across our key sectors: Economic Recovery and Resilience, Protection, WASH, Shelter and Infrastructure, and Humanitarian Disarmament and Peacebuilding (including Humanitarian Mine Action).

9 With an established rapid response mechanism, DRC can **rapidly respond to emerging crises and shocks** to meet **acute emergency needs**. Recognizing the significant need for **early recovery and resilience programming** to ensure dignified, sustainable, and cost-effective solutions for fragile



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APPLY FOR POSITION

Application due:
2/26/2026

Workplace:
Rural Damascus

Department/Country:
Syria

Contract type:
National contract

Homepage:
drc.ngo

ABOUT DRC

communities, DRC's programmes foster resilience for individuals and communities in situations of protracted displacement and during the initial stages of post-conflict recovery, towards a **durable solution of their choice**. With active portfolios in the neighboring countries of Jordan, Lebanon, Türkiye and Iraq, DRC offers a **cross-border, regional response** to the Syria crisis, through cross-border protection monitoring, advocacy, and trends analysis.

About the job:

The Humanitarian Mine Action Operations Specialist will be based Rural Damascus but may be required to deploy to other areas of Syria to respond to emergency tasks or as the programme Area of Operations expands. The Humanitarian Mine Action Operations Specialist supports the planning, coordination, implementation, and quality assurance of mine action activities in accordance with IMAS (International Mine Action Standards). The role ensures safe, effective, and compliant delivery of survey, clearance, EOD and risk education activities at field level.

Responsibilities:

1. Operations Planning & Implementation

- Support the planning and execution of mine action operations including NTS, TS, Clearance, BAC, and EOD tasks.
- Assist with tasking, deployment, and monitoring of operational teams.
- Ensure activities are implemented in line with IMAS, National Mine Action Standards (NMAS), and organizational SOPs.
- Contribute to workplans, schedules, and progress reporting.
- Support integration of mine action into broader DRC humanitarian and development responses.

2. Quality Management & Safety

- Support internal QA/QC processes and ensure compliance with safety standards.
- In conjunction with the OM, TFMs and QM staff, monitor operational sites and identify risks, incidents, and non-conformities.
- Assist as required, under the guidance of the OM, in supporting all aspects.

3. Coordination & Liaison

- Liaise with national mine action authorities, other INGOs and NGOs, local government, communities, and partners.
- Participate in coordination meetings and contribute operational updates.
- Support task handover, land release, and completion documentation.

4. Information Management & Reporting

- Support accurate collection and submission of IMSMA/operational data.
- In conjunction with the IM Specialist, monitor and coordinate the submission of HMA data to DRC MEAL, SNMAC and/or UNMAS as custodians of the IMSMA national data base, and other partners.
- Contribute to situation reports, task reports, and donor updates.
- Ensure proper documentation of activities, accidents, and lessons learned.
- Support the Head of HDP as required with technical information and data for inclusion in donor reports and proposals.

5. Capacity Building & Team Support

- Provide technical guidance and mentoring to field teams.
- Support training activities and on-the-job coaching, including acting as a translator for Mine Action training courses.
- Act as a translator during meetings and conferences for International Mine Action staff as required.
- Perform written technical translation of documents.
- Promote gender, inclusion, and community engagement principles in operations.
- Be prepared for deployment to other operational areas outside of Rural Damascus when required.
- Undertake any other reasonable tasks assigned by the Operations Manager or Head of HDP.

Experience:

- Minimum 2–3 years of experience in humanitarian mine action operations.
- Demonstrated experience in survey, clearance, and/or EOD activities.
- Strong knowledge of IMAS and NMAS.
- Experience working with national authorities and community stakeholders (desirable).
- Good skills in MS Office (Excel, PowerPoint, Word).
- Valid manual driving license category class A and ability to drive a four-wheel drive vehicle (desirable).

Education

- University degree or technical diploma in Mine Action, Engineering, Security Studies, or relevant field.
- Demonstrated experience in Mine Action of 2 – 3 years is acceptable in the absence of a degree or diploma in a relevant field.

Founded in 1956, DRC Danish Refugee Council is Denmark's largest, and a leading international NGO. We have continuously been ranked as one of the best NGOs in the world - and are one of the few with a specific expertise in forced displacement. In around 30 countries, we protect, advocate and build sustainable futures for refugees and other displacement-affected people and communities.

- A formal certificate of EOD or NTS/EORE training from a recognised training establishment or organisation would be an advantage.

Languages

- Advanced Fluency in speaking, reading, and writing of English language. Demonstrated ability to translate technical documents between Arabic and English languages is desirable.
- Native Fluency in speaking, reading, and writing in Arabic language.

In this position, you are expected to demonstrate DRC's five core competencies:

- **Striving for excellence:** You focus on reaching results while ensuring an efficient process.
- **Collaborating:** You involve relevant parties and encourage feedback.
- **Taking the lead:** You take ownership and initiative while aiming for innovation.
- **Communicating:** You listen and speak effectively and honestly.
- **Demonstrating integrity:** You act in line with our vision and values.

We offer:

Contract length: 12 months (Extension based on performance and funds)

Level: Non-management G2

Location: Syria – Rural Damascus – Al-Kisweh, with country-wide travel. **This is an on-site position, so remote work is not possible.

Expected Start date: Mid-March 2026

Application process

Interested? Then apply for this position here: [Talentech - Humanitarian Mine Action Specialist \(Operations Specialist\) - Application Form](#)

All applicants must send a cover letter and an updated CV (no longer than four pages). Both must be in the same language as this vacancy note. **CV only applications will not be considered.**

Applications close **26 February 2026**

Applications will be reviewed on a rolling basis. DRC reserves the right to conduct tests and interviews before the closing date and can close the advertisement earlier in case of finding a suitable candidate.

Need further information?

For further information about the Danish Refugee Council, please consult our website www.drc.org

DRC as an employer

By working in DRC, you will be joining a global workforce of around 6000 employees in approximately 30 countries. We pride ourselves on our:

- Professionalism, impact & expertise
- Humanitarian approach & the work we do
- Purpose, meaningfulness & own contribution
- Culture, values & strong leadership
- Fair compensation & continuous development

DRC's capacity to ensure the protection of and assistance to refugees, IDP's and other persons of concern depends on the ability of our staff to uphold and promote the highest standards of ethical and professional conduct in relation DRC's values and Code of Conduct, including safeguarding against sexual exploitation, abuse and harassment. DRC conducts thorough and comprehensive background checks as part of the recruitment process.

If you have questions or are facing problems with the online application process, please visit drc.ngo/jobsupport.

Danish Refugee Council is an equal opportunity employer and we consider all applicants based on individual merit and qualifications, regardless of personal characteristics or attributes. We are committed to increasing the diversity of our workforce, aiming for a 50% balance of men and women in management roles and ensuring that at least 50% of management roles are filled by national staff. We recognize that a diverse and inclusive team is crucial for achieving our organizational goals and making a positive impact on the communities we serve.



About DRC

DRC Dansk Flygtningehjælp

03:07

Apply for position

