



Vacancy Resident Project Manager (RPM) - Bolivia

Place: Santa Cruz - Bolivia

Duration: 1 January, 2018 to 30 September, 2019 (21 months)

About VEI - www.vei.nl

VEI's field of work is to contribute to sustainable water services through engaging in partnerships with peer operators in developing countries, the so called Water Operator Partnerships (WOPs), in most cases funded by external sources. VEI has been effective in improving key performance indicators at these peer operators, such as the reduction of Non-Revenue Water, increased connection of Low Income Communities, improved cost recovery of the drinking water utilities, and improved drinking water quality. VEI is firmly rooted in the Dutch drinking water sector, and is also explicitly aiming to contribute to the internal and external reputation of the Dutch water utilities. Five Dutch water utilities are participating in VEI: Vitens, Evides, WML, Waterbedrijf Groningen and Brabant Water. VEI sources expertise and skills from the participating Dutch water utilities in the WOPs abroad.

About the AQUACRUZ project

www.vitensevidesinternacional.com/project/benchmarking-water-utilities-bolivia

Since 2013, VEI is cooperating in Bolivia with the German Development Cooperation (GIZ) in the implementation of the AQUACRUZ project, which is (co) funded by the Sustainable Water Fund and the German Ministry of Economic Development and Cooperation (BMZ). GIZ is the lead partner of the project, while VEI's role is as implementing partner.

The AQUACRUZ project addresses 21 Bolivian water utilities (also called EPSAs) in the region of Santa Cruz. These EPSAs are responsible for the provision of water and wastewater services. All are facing large challenges to cover their costs and to provide their services in an efficient and sustainable way. This is threatened by high percentages of non-revenue water (40- 50% or more), limited operation and poor maintenance expertise. AQUACRUZ aims to achieve this by introducing benchmarking in the Bolivian water sector to provide a learning platform, where utilities set objectives to improve their services and exchange experiences on how to realize improvements. Through these service provision improvements, the project will benefit around 1 million people. 25% of the beneficiaries can be classified as urban poor and vulnerable groups.

AQUACRUZ is part of the German – Dutch – Bolivian TA Program PERIAGUA (Programa para Servicios Sostenibles de Agua Potable y Saneamiento en Areas Periurbanas), being implemented in close coordination with the Bolivian Ministry of Water and Environment.

The role of the RPM

The RPM supports GIZ in the implementation of the Technical Assistance program. This includes the following tasks and responsibilities:

- Coordinate and supervise the implementation of the VEI's expert inputs in the program, based on the project's Logical Framework and Activity Plans. Assess and update the plan where necessary and translate it into annual plans, including budgets, indicators, outputs and planning for Dutch Short Term Expert visits.
- Prepare quarterly progress reports and invoices to GIZ.
- Update the VEI M&E Portal per quarter.
- Financial management of VEI's part of the project together with the VEI business controller.
- Make sure that all incoming VEI Short Term Experts receive a Terms of Reference for their missions, support during their assignments in Bolivia and receive evaluations after every mission. Ensure that recommendations and working agreements done by the Short Term Experts are followed by staff of the local partners.
- Logistical management for incoming visits of VEI Short Term Experts (cars, insurance, hotel etc). A local logistical manager will support here.
- Participate in and provide support for (financial) audits and external reviews.
- Contribute to communication about the Technical Assistance program in the VEI newsletter/website, AKVO Flow and the like.
- Maintain an auditable project archive of important reports, budgets, HR and tenders.
- Coordinate and monitor the quality of the project, in line with project requirements and VEI standards and requirements.
- Support contract management with GIZ in coordination with the Regional Manager.
- Provide expert advice to AQUACRUZ in areas like NRW reduction, Maintenance and Asset Management, master plans (supported by short term experts).
- Represent VEI on partner(s) level, build relationships within GIZ and the local partners, and external stakeholders.
- Participate in other VEI activities as requested.

Result areas and main activities:

- Project (financial) management
- Operational management
- Management of staff
- Stakeholder management
- Business Development
- Knowledge management
- Risk management

Required educational level and experience:

- Academic work and thinking level, at least a Bachelor degree in a relevant specialization;
- Knowledge of and at least 5 years of experience in (operational) management of a water utility, preferably in a management position.
- Preferably experience in capacity building programs, institutional reforms and management/leadership in an international context.
- Excellent command of professional English and Spanish. If the candidate does not master the Spanish language it is expected that the candidate is motivated to acquire these skills in a short period of time.
- Preferably experience in Bolivia.
- Excellent skills in project management (reporting, monitoring, financial, administrative).

- Experience in hierarchical/functional management and coaching, guiding Dutch short term specialists.
- Good understanding of cultural interaction, excellent (communication) skills for building relations, diplomatic skills.
- Strong result oriented character and perseverance/creativity to achieve project goals in a difficult organizational landscape, balancing the interests of the donor, GIZ and VEI.

Competences in the field of:

- Flexibility
- Focus on results
- Leadership
- Empathy
- Customer Orientation
- Planning and Organizing
- Coaching

Preparatory Training:

The candidate is expected to follow an introduction program as offered by VEI.

Place in the Organization:

The Resident Project Manager (RPM) reports to the Regional Manager.

Working hours:

The working hours are 40 hours per week following the local working hours in the office and following the local national holidays. Candidates are expected to be flexible in working hours due to travel obligations.

Additional information:

Information can be obtained from the Regional Manager, Adriaan Mels (Adriaan.Mels@vitens.nl)

Apply:

Please send your resumé and motivation letter before December 2nd 2017 to An.Carbonez@vitens.nl