



VISION: Communities where everyone has access to clean water, good sanitation and healthy environment

CORE VALUES: ,Comitment, Transparency
Love, Integrity,and Servanthood

JOB DESCRIPTION

MISSION: To transform water quality, sanitation and health in target communities by making appropriate technology and education accessible to all.

1. Position Summary:

Position title:	WASH Technical Coordinator
Location(s):	Ratanak Kiri
Reporting line(s) and networks:	• Primary reporting line will be to the Provincial Project Team Leader. • The WASH Technical Coordinator is responsible for ensuring the technical quality, coordination, and effective implementation of Water, Sanitation, and Hygiene (WASH) activities within WinS and WinC projects. • Ensure compliance with technical standards by providing guidance on the design, construction, and implementation of water systems, sanitation facilities, and hygiene interventions in line with organizational standards, national guidelines. • Monitor project progress, support capacity building of staff and communities, contribute to reporting, and address technical challenges to ensure the quality and sustainability of WASH services. • Provide training on operation and maintenance of WASH facilities to relevant stakeholders. • Maintain regular coordination and communication with key stakeholders, including school directors, commune and village authorities, Churches, PDRD, DoEYS, Finance and Administration departments, teachers, and other relevant partners.
Purpose of position:	• The WASH Technical Coordinator is responsible for ensuring the technical quality, coordination, and effective implementation of Water, Sanitation, and Hygiene (WASH) activities under WinS and WinC projects. • The role provides technical guidance on design and construction, supports field implementation, monitors progress, builds capacity of staff and communities, and ensures compliance with organizational, national, and donor standards to deliver sustainable WASH services.
Major challenges facing this position:	• Working in diverse field settings while ensuring accurate technical implementation of WASH activities. • Ensuring compliance with technical standards, guidelines, and donor requirements in all project sites. • Managing coordination with multiple stakeholders, such as school directors, communities, authorities, and churches, to support timely and quality technical delivery.

2. Main Duties:

Accountability:	Specific Activities:
Technical Planning and Design	• Conduct technical assessments, site inspections, surveys, and feasibility studies for WASH infrastructure. • Support project planning and technical design processes for WASH interventions. • Assist in improving the design of WASH infrastructure, including boreholes, wells, water piped systems, storage tanks, latrines, bathing shelters, handwashing stations, drainage systems, and solid waste facilities. • Assist in preparing technical drawings, specifications, and bills of quantities.

	Support site assessments and site selection in accordance with project criteria.
Construction and Installation Supervision	- Monitor the construction and rehabilitation of water and sanitation facilities to ensure compliance with approved designs and technical standards. - Conduct quality assurance and regular site inspections throughout the implementation process. - Oversee contractor performance, construction progress, and adherence to timelines, safety protocols, and quality standards across multiple sites. - Inspect key construction stages from foundation works through to project completion. - Address technical issues on-site and verify completed works prior to handover. - Ensure proper installation of biosand filters in accordance with organizational standards. - Ensure installation activities are completed on schedule and implemented smoothly. - Collect water samples for testing and quality assurance purposes. - Take photos of construction progress, including site activities, signboards, and key project stages, in accordance with donor requirements.
Operation and Maintenance	- Train communities and committees on operation and maintenance (O&M) procedures for WASH facilities. - Support troubleshooting, repair, and preventive maintenance of WASH facilities. - Assist in developing simple O&M guidance for each facility and train community water committees on basic repairs, pump operation, and sanitation maintenance. - Promote sustainability of WASH facilities through preventive maintenance practices.
Contractor & Procurement Management	- Support the procurement of construction materials and equipment. - Participate in evaluation of construction contractors. - Ensure timely preparation and processing of payment documents for contractors.
Technical Monitoring and Reporting	- Conduct regular site visits and inspections to monitor construction progress and quality. - Document technical progress, site conditions, and implementation challenges. - Prepare technical reports, including progress updates, recommendations, and supporting documentation such as photos, site inspection forms, and completion certificates. - Contribute to donor reports by providing accurate data on construction outputs and beneficiary numbers. - Support the implementation of baseline and endline surveys in accordance with donor requirements. - Perform other duties as assigned by supervisor.

3. Personal Profile Required:

Experience	Minimum 2 years of experience in WASH infrastructure, construction supervision, or water supply systems.
Education & Training	Bachelor's degree or diploma in Civil Engineering, Water Engineering, Environmental Engineering, Rural Development, or related technical fields.
Skills and Competencies	- Knowledge of hand pumps, boreholes, piped water systems, sanitation facilities, and water quality standards. - Strong analytical and problem-solving skills. - Good computer and reporting skills.
Personal Attributes	- Commitment to the mission, vision, and values of the organization. - High integrity, accountability, honesty, and professionalism. - Strong teamwork and relationship-building skills. - Respectful, patient, flexible, and culturally sensitive when working with diverse communities. - Willingness to travel frequently to project sites and remote communities. - Ability and willingness to ride a motorbike for field visits when required. - Christian commitment and active participation in church ministry are desirable.