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| **Title:** | CONSTRUCTION TECHNICIAN | |
| **Generic Function:** | SPECIALIZED TECHNICIAN | |
| **Code:** | LT03704 | |
| **Level:** | 5 | **(E)** |

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| **Position in the Organization** | |
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| **Reports to (Hierarchical):** | Logistics Coordinator / Logistics or Technical Activity Manager / Logistics or Technical Activity Supervisor |
| **Reports to (Functional):** | Logistics Coordinator / Logistics or Technical Activity Manager / Logistics or Technical Activity Supervisor |
| **Job Family:** | Logistics and Supply |
| **Supervises (Function):** |  |

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| **Main Purpose** |
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| Performing autonomously, specific advanced construction and/or rehabilitation works and ensuring the daily management on the worksite involving all activities needed to resume building activities, according to supervisor's instructions and **MSF** protocols, standards and procedures, in order to ensure a proper functioning and maintenance of **MSF** installations and infrastructures |

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| **Accountabilities** |
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| * Performing autonomously, all necessary preventive and curative **advanced** construction, maintenance and repairs (i.e. requiring **special qualifications/training** ), according to **MSF** standards and protocols, construction policy, and the supervisor's / Line manager's instructions. * Creating a maintenance schedule for all related building activities (including tools), ensuring that as few items are out of service at any given time. Making suggestions regarding any repair or maintenance work needed in **MSF** installations and infrastructures and assisting the logistics department for any relative work needed. * Managing a small team of workers, ensuring security measure on worksite including opening and closing. * Managing the stock of consumable items, filling in the stock cards, carrying out physical stock inventories, executing orders necessary for renewing stock, avoiding any shortage. * Responsible for the equipment and tools (including extinguishers) checking they are correctly and safely used, maintaining and renewing them when necessary and keeping the inventory updated. * Keeping working area clean and tidy. * Ensuring that all record sheets and books related to logistical maintenance are always completed. Preparing needed reports before and after any repair or required maintenance. * Immediately informing the line manager of any problems that arise in the course of the work, particularly with regard to damage, loss, theft or attempted break-ins * Working in collaboration with other specialised technicians and workers, if necessary |

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| **MSF Section/Context Specific Accountabilities** |
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| **Requirements** | |
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| **Education** | Essential secondary education, desirable diploma in construction |
| **Experience** | Experience in field construction |
| **Languages** | Mission language essential; local language desirable |
| **Knowledge** | Computer literacy and radio equipment user-knowledge |
| **Competencies** | * Results and Quality Orientation **L1** * Teamwork and Cooperation **L1** * Behavioural Flexibility **L1** * Commitment to MSF Principles **L1** * Service Orientation **L1** * Stress Management **L2** |

This job description may be amended in line with the activities or evolution of the Mission.

By signing, the employee acknowledges that he/she has read, understood and accepted this document.

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| **Employee Name/ Surname** |  |
| **Place and date:** |  |

Signature of the employee:

*(To be signed in two copies, one for the employee and one for the employer)*

**MSF is a civil society initiative that brings together individuals committed to the assistance of other human beings in crisis. As such MSF is by choice an association.  
 Each individual working with MSF does it out of conviction and is ready to uphold the values and principles of MSF.**