LM01500
MISSION TECHNICAL REFERENT

Level 10

Reports to (Hierarchical)
Logistics Coordinator / Technical Logistics Coordinator / Deputy Coordinator

Reports to (Functional)
HQ Technical Referent

Job Family
Logistics & Supply

Main Purpose
Leading an area of specialization within the Logistics family by providing technical guidance, developing and ensuring the implementation of its national policies, guidelines and standardization of common practices in accordance to **MSF** policies in order to enable the development of the mission in perfect working conditions

Accountabilities
- Elaborating the national policies, guidelines and standardization of a common practice in his/her area of specialization and validating budgets and all the means for the preparation of any technical activity related to his her domain. When required, elaborating the plans of the project
- Being the final responsible at mission level for the supervision and monitoring of the technicity of any work in the field of expertise, ensuring that the works are done following **MSF** protocols, national policies and state regulations and project specifications.
- Validating the technicity of the projects in the mission, participating in the project design and development and ensuring that technical aspects and the compliance with the local legislation and practices in the area of expertise (including timing, financial, materials, equipment and human resources needed) are met
- Training/coaching managers at project level in in the technical and integration aspect of the project
- Identifying, collaborating and providing main support in the technical representatives of the national interlocutors like ministries or national suppliers. Preparing all technical content in the national and international tenders and participating in the selection committee.
- Following up and reporting on the works' progress and on technical aspects of the work, participating in monthly reports at coordination level according to guidelines (SitRep, Logistics Statistical Report, etc.).
- Planning and supervising, in close coordination with the HR Co, the associated processes (recruitment, training/induction, evaluation, potential detection, development and communication) of the staff under his/her hierarchical supervision in order to ensure both the sizing and the amount of knowledge required

Education

Essential university or technical school diploma, desirable construction, engineering or studies related to the area of specialization

Experience

Essential previous experience in the area of specialization (minimum two years). Proven understanding of **MSF** Field Logistics

Languages

Mission and local language essential

Knowledge

Computer literacy

Competencies

- People Management and Development **L2**
- Commitment to MSF Principles **L2**
- Behavioural Flexibility **L3**
- Results and Quality Orientation **L3**
- Teamwork and Cooperation **L3**

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