

<b>Title</b>	<b>Planning Engineer</b>
<b>Vacancy Number</b>	<b>MoT/NRA/SRTAP/99 - 011</b>
<b>Ministry</b>	<b>Ministry of Transport (MoT)</b>
<b>Organization</b>	<b>National Road Authority (NRA)</b>
<b>Project</b>	<b>Sustainable Reform &amp; Technical Assistance Project (SRTAP)</b>
<b>Duty Station</b>	<b>Afghanistan</b>
<b>City</b>	<b>Kabul</b>
<b>Duration</b>	<b>1 Year's With Possibility of Extension</b>
<b>No of Jobs</b>	<b>1</b>
<b>Nationality</b>	<b>Afghan</b>
<b>Sex</b>	<b>Male/Female</b>
<b>Salary Range</b>	<b>According to NTA Salary Scale (C)</b>
<b>Announcing Date</b>	<b>1/March/2020</b>
<b>Closing Date</b>	<b>14/March/2020</b>
<b>Job Type</b>	<b>Engineering</b>
<b>Shift</b>	<b>Full Time</b>
<b>Job Status</b>	<b>Sourcing</b>
<b>Experience</b>	<b>5 Years</b>

**Background:**

The Ministry of Transport (MoT) is responsible for the planning, monitoring, maintenance and development of the various transport infrastructure projects such as Roads, Bridges, Culverts, Railway and Airport in the government of the Islamic Republic of Afghanistan. Therefore, to enhance the capacity to strengthen its ability to deliver effective, efficient and transparent services in MoT the Human Resource Directorate wishes to recruit the following staff on contract basis from development Budget for the Ministry of Transport.

**Scope of Work/Job Summary:**

Planning engineers oversee the operation of a particular project along with the project manager. The largest projects are carried out on behalf of construction companies, and governments. Planning engineers are responsible for working out a sequence of activities that are required to complete a project and linking them all together using the resources to the best possible effect.

**Duties & Responsibilities:**

- Making estimations for timescales and costs.
- Supervising the project at all stages and providing solutions to problems.
- Reviews and assesses the work sequences with the total project plan.
- Reviews and approves invoice verification for payment based on cost-loaded schedules, as required.
- Collaborating with site managers, surveyors, engineers, site worker and other professionals.
- Reviews schedule data, identifies and acquires information needed to complete work logics to interface between assigned disciplines, specialties and/or projects.
- Develops specific project codes of accounts and work breakdown structures, and recommends appropriate modifications and revisions for new work items assigned.
- Analyze Contractor Schedules and flag impact on Critical Path
- Control of contract and procurement costs
- Responsible for Monthly cost/planning status reports to Management
- Interface with Project Manager to provide all status reporting and presentations.
- Cost Estimation, Cost variation/amendment control and invoice approval management
- Assist in preparing cost data for proposals and contract negotiations.
- Follow the Estimating life-cycle in accordance with prescribed standards and procedures.
- Develop and implement requirements for cost recording, reporting, and analyzing standards, programs, and reports.
- Performs, performance monitoring and control functions for specific applications, including the consistent use of applicable procedures.
- Develop and/or revise manufacturing processes, procedures, work instructions.
- Conduct time studies to establish standards for labor estimates.
- Prepare daily, weekly and monthly reports.
- Define the project scope, time period, phases to be estimated, communication channels, and establish any boundaries for estimates or project requirements.
- Monitoring and tracking project progress, and writing up reports.
- Coordinate with all project parties to collate project status reports.
- Any other official responsibility assigned by Supervisor(s).

**Skills & Competencies:**

- Scheduling and Planning Knowledge and Experience
- Project Planning and Scheduling
- Project Change Control
- Proposal Writing

**Job Requirements:**

- Bachelor's degree in Geographical or Civil Engineering with 5 years relevant experience.
- Master Degree with 3 years relevant experience.
- 5 years of relevant experience with governmental organizations, Ministries, Independent Directorates, UN Offices or International NGOs.

**Required Documents:**

- Copy of verified Bachelor Degree by Ministry of Higher Education
- Copy of verified Master degree by Ministry of Higher Education
- Copy of verified Afghan ID Card (Tazkera)
- Copy of verified last Posting Contract
- Certificate's and Appreciation Letter's

**Submission Guideline:**

Interested candidates are requested to forward their applications and detailed CV to [mot.vacancies@gmail.com](mailto:mot.vacancies@gmail.com) , kindly indicate the vacancy number (**MoT/NRA/SRTAP/99-011**) and the post title (**Planning Engineer**) in the subject line when applying by email. To the **Human Resource Unit – Sustainable Reform and Technical Assistance Project of Ministry of Transport** Kabul Afghanistan.

**Office Add: SRTAP Office, NRAP Building, Kabul Jalalabad Road, In front Of KMTC, Ministry Of Transport, Kabul Afghanistan.**

**Only short-listed candidates will be notified**

Announcing Date **01/March/2020**

Closing Date **14/March/2020**