



Traineeship Programme

Job Description

Trainee Engineer (Civil)

With the aim to develop the capability of the target group particularly female from Dalit, Janajati, Madhesi/Terai, and other minority community; Motorable Local Roads Bridge Programme Phase IV(MLRBP-IV) intends to provide traineeship on various aspects of local roads bridge construction to the fresh graduate female engineers (preferably from these target groups), who obtained the bachelor degree in civil engineering in January 2021 and onwards. The traineeship programme will further enhance the capacity of trainee engineer enabling them to develop professional and practical expertise in the field of bridge engineering.

Under the overall guidance and supervision of the supervisor nominated by Local Road Bridge Support Unit (LRBSU) the trainee engineer (Civil) will have opportunity in the survey, design, construction supervision, contract management, quality control and reporting activities of the bridges in the districts. Traineeship Programme will run for maximum nine months.

In this context the Trainee Engineer (Civil) shall work in the Provincial offices of LRBSU and TBSU.

The roles and responsibilities of Trainee Engineer (Civil) are as follows:

A. When working with LRBSU:

1. Participate as part of LRBSU team in the walkover survey, bridge design, construction supervision, contract management and quality control of bridge construction activities as per LRBSU guidelines.
2. Participate as part of LRBSU team in observing geo-technical investigation and sub-surface exploration for the proposed location of bridge.
3. Participate as part of LRBSU team in dissemination campaign on MLRBP policy and guidelines to the stakeholders (TID, IDOs, community, contractors, consultants etc.)
4. Be familiar with MLRBP social safeguard policies (environment, resettlement, workers welfare etc.) and provide support in its implementation.

When working with TBSU:

1. Work as part of TBSU / PTAP team and acquire knowledge in **Planning / Budgeting by:**

- Participating and assisting TBPM and TBE in planning with the essence of TBS/LIDP (prioritizing Routine maintenance, Major Maintenance, Rehabilitation and New construction of Trail bridges),
 - Support TBE in ensuring that NGOs and Contractors prepares and submits progress reports timely (monthly, annual and trimester reports) in compliance of their respective ToRs / Condition of Contract following standard format and manuals of TB-SWAp.
2. Work as a part of TBSU / PTAP team and acquire knowledge in preparation of DPRs (Site selection, Survey/Design and Cost Estimate) of SSTB & LSTB by:
 - Participating and assisting TBE in preparation / review of DPRs of SSTB as well as LSTB,
 - Participating and assisting TBE in review of DPRs of SSTB as well as LSTB prepared by NGOs and Consultants
 - Participating and assisting TBE in site visits for verification of site selection of questionable sites
 3. Work as a part of TBSU / PTAP team and acquire knowledge in Construction Supervision, Monitoring and Quality Control of SSTB and LSTB by:
 - Participating and assisting TBE in procurement of Services, Goods and Works
 - Participating and assisting TBE in inspection of steel parts fabrications to ensure the quality
 - Participating and assisting TBE in site visits at all critical as well as ordinary milestones of construction cycle for quality assurance of construction works
 - Participating and assisting TBE in Supervision and Monitoring and Quality Control of trail bridge construction activities.
 - Participating and assisting TBE in review of Quality Assurance Documents submitted by the Contractors and Monthly Progress Reports submitted by NGOs.
 4. **Participate in Capacitate Building activities** through organizing trainings like Demonstration Model Bridge Training (DMBT) and Routine Maintenance Training (RMT) programs.
 5. Work as a part of TBSU / PTAP team in addressing **social issues** by:
 - Assisting to facilitate Public Hearing, Public Review and Public Audit in community level
 - Ensuring social monitoring during the entire process from the community agreement till the completion of the bridge
 - Observing and ensuring that the policy related Disadvantaged Groups (DAGs) and GESIP honored

The Trainee engineer (Civil) shall report directly to the Supervisor/Mentor/Coach nominated by LRBSU and/or TBSU and through him/ her to the Team Leader, Deputy Team Leader and other specialists of LRBSU/TBSU as required.

Duty Station

The duty stations depend on work availability suitable for a trainee and could be in any of the provinces where LRBSU support is actively present.

Training

The trainee will be trained on different aspects of the programme including technical aspects of Motorable Bridge and Trail Bridge along with Safety and Security briefing by SDC, prior to transfer to districts.

Reporting

While the Trainees are in the province, it is the responsibility of the respective Provincial Bridge Coordinator to assist, guide and supervise the activities of the Trainees. The Trainees do not have any authoritative responsibilities but will assist the team when required in any field where LRBSU is associated with. The Trainees need to submit time sheets at the end of each month and acquire approval from the immediate supervisor as nominated by LRBSU and further forward it to the administration section. The Trainees are required to make a final report after the completion of their association with LRBSU.