

EXTERNAL JOB VACANCY

Action Against Hunger – Cameroon

Actions Against Hunger is an International Non Governmental Organization (NGO), apolitical, non denominational and non-profit. For our operations in Cameroon, we are looking for:

WASH SENIOR OFFICER**M/F**

Base:	Kumba (south west region)
Number of positions :	1
Contract duration:	Until 30 April 2026
start date:	01/06/2025
supervised by:	Health and Nutrition Program Manager
Location :	Kumba South-West Region

OBJECTIVE OF THE POSITION:**Objective 1 : Implementing water supply activities****Activities:**

- Diagnose the hydraulic works (Super structure, drainage system, system power supply, plumbing, etc.);
- Produce estimates of equipment and requirements for the rehabilitation of the works diagnosed;
- Produce drawings of the works to be carried out ;
- With the support of the Health Nutrition Program Manager and support of WaSH Responsible design robust water treatment and monitoring systems to ensure that the water supplied to beneficiaries is fit for human consumption;
- Train and supervise the construction or rehabilitation team;
- Manage the supervision of all water treatment systems and water quality monitoring;
- Provide weekly reports of progress on all water treatment systems and monitoring activities.
- Maintain comprehensive control systems on materials and tools used including notes on quality of materials procured;
- Participate in review and evaluation of work to assist in enhancing program delivery and quality;
- Report any equipment breakdowns or malfunctions to the program manager.

Objective 2 : Sanitation Infrastructure and Support training on waste and environmental management;**Activities:**

- Assess the need for latrines and draw up bills of quantities and technical plans for the works;
- Manage the construction/rehabilitation of sanitation facilities (latrines, incinerators, drains, washhouses, etc.) in the field;
- Ensure the quality of materials, compliance with plans, standards and technical specifications;;
- Ensure that materials and equipment are used correctly on site;
- According to the identification of our volumes and categories of waste by office and GH, map the recycling channels present in the areas of intervention, during site visits;

- Carry out waste assessments during visits and associated risk and propose mitigation measures.
- Identify the hazardous waste management channels;
- Development of the collection process in the capital and bases and bases-capital, towards the recycling channels;
- Initiate contracts with the recycling and waste management sectors, and framework recycling contracts;
- Support the implementation of ecofriendly infrastructure set up (making sure that economical trees/shrubs are planted in and around facilities (including Health facilities)
- Collect/capitalize program expectations on waste
- Develop training content and support training of health facility staff on health facility waste management system
- Conduct assessment of waste management needs for implementing health facilities
- Conduct environmental impact assessment of sites identified for incinerator construction
- Develop practical guidelines on use and management of incinerators in health facilities
- Develop practical guidelines on latrine desludging for logistics/contractors
- Follow up and ensure the implementation of NEAT+ recommendation

Objective 3 : Implement hygiene promotion activities;

Activities:

- Maintaining and strengthening links with communities;
- Support CHWs on awareness-raising themes;
- Support and build the capacity of CHWs in IPCs,
- Ensure the implementation of Hygiene Promotion activities defined according to the strategy;
- Plan CHWs activities;
- Assess and update the project's needs (HR, financial, logistical);
- Identify and prevent problems or constraints;
- Monitor the progress of the project through regular visits;
- Suggest solutions or improvements to make the project run more smoothly;
- Supervise the distribution of hygiene kits;
- Participate in various multi-sectoral evaluations and PDMs as required to support the team;
- Write activity reports on time;
- Train all parties involved in hygiene promotion training (community relays, health center staff, etc.).
- Participates in the identification and formulation/reformulation of the programme's hygiene promotion activities.
- Conduct Wash assessment in Coordination with the line manager,
- He will trains and monitors the Water and Sanitation committees.
- Being part of the implementation of the WASH'em approach,
- Participate in the NFI WASH distribution process (hygiene, dignity kit).
- Report in a timely manner to WASH supervisor proposing solutions to solve the difficulties encountered and document all project actions in accordance with the necessary means of verification.
- Generate technical reports on weekly bases and submit them to the supervisor on the progress of activities under his responsibility.
- Organize a data base of the water commite and update;
- Use water and map all water point;

Objective 4: Participate in administration , logistic , reporting and capitalization on WaSH activities

Activities :

- Drawing up a daily progress report and monitoring the consumption of materials;
- Drawing up a weekly activity report for approval by line management;
- Updating databases;
- Report all information to the Health Nutrition Program Manager
- Participate in the capitalization of project activities
- Draft bills of quantities for orders in advance in accordance with the logistical, administrative and financial regulations of the mission.
- When requested, hiring qualified labor and preparing the necessary technical documents.
- Archive all means of verification and information (physical and electronic) of the different activities carried out in the project.
- Deliver the information (physical and electronic) one week before the end of the execution of your part of the project to the component coordinator

Objective 5: To represent the organization's interface with the communities and Services provider

Activities :

- Establishe (Under delegation) the network of contacts and coordination with external actors (municipalities, leaders, other NGOs, volunteers, subcontractors Personal of Health Center DDMINEE, Pump Mechanic repairer, etc.) to ensure the project is properly implemented
- Report any information relating to safety and working conditions,
- Represent the organization as an interface with village communities and service providers...

Objective 6: Participate in humanitarian monitoring and proposals

Activities :

- Contribute to the evaluation and analysis of the humanitarian context in the ACF intervention zone by collecting reliable information from the field;
- Contribute to the identification of focal points and populate the contact database;
- Develop contacts with the humanitarian community and key people in the communities to ensure that information is properly passed on.

DIPLOMAS/STUDIES/EXPERIENCE :

BAC+3 or more in WASH, Civil Engineering, Hydraulics. Environment or Experience at least 4 years' experience in the field, preferably in an international humanitarian organization.

Previous experience working with AAH in health and nutrition projects would be an asset

REQUIRED SKILLS :

- Knowledge of the procurement process
- Good ability to draw up technical drawings and work specifications
- Team management and activity planning
- Communication skills Knowledge of local languages
- Flexibility
- Dynamic

- Good organizational skills
- Good report writing skills
- Good knowledge of the area of operation.

Essential English(fluent) and local languages of working areas (pidgin English)

COMMITMENT TO GENDER EQUALITY

- Commit to respecting and applying the Action Against Hunger gender policy.
- Integrating the gender approach into activities.
- Contribute to a work environment taking into account the specificities of each other and avoid any discrimination

SAFEGUARDING

Action Against Hunger believes that everyone with whom it comes into contact regardless of age, gender identity, disability, ethnic origin or any other ground of discrimination has the right to be protected from any form of harm, of abuse, neglect and exploitation. Action Against Hunger will not tolerate abuse and exploitation by staff, related personnel, partners or suppliers.

The employee must follow at least one training course on Safeguarding, respect Action Against Hunger's Safeguarding-PSEA policy, ensure that it is respected and apply it for the duration of their contract.

RECRUITEMENT PROCEDURE

Our recruitment procedure has some or all of 3 key steps :

1. *A pre-selection on the basis of the files submitted (only candidates whose skills and experience match with the profile are selected for the test) ;*
2. *Written test*
3. *oral interview*

For each step, only selected candidates are contacted.

Applications (including a CV, a letter of motivation, and references) must be submitted through this LINK <https://forms.gle/nQAeuGE9pZ2VLegUA> OR Using this code ,

indicating the title of the position and reference **BU-WH-042025-01** in subject.



Applications must be received on or before 24th of April 2025 at 5:30 PM.

At the attention of: Head of Human resources department, Action Against Hunger Cameroon

Only selected candidates will be selected for tests and interview.

FEMALE CANDIDATES ARE STRONGLY ENCOURAGED TO APPLY

Recruitment at Action Against Hunger is free and we do not encourage any mediation.