

## **Job Title: Infrastructure and Energy Sector - Social Infrastructure Consultant**

### **Background of this search:**

Established in 1959, the Inter-American Development Bank (“IDB” or “Bank”) is the main source of financing for economic, social, and institutional development in Latin America and the Caribbean. It provides loans, grants, guarantees, policy advice and technical assistance to the public and private sectors of its borrowing countries.

The Infrastructure and Energy Sector conceptualizes, prepares, supports the execution and supervises Bank’s operations in the areas of Energy, Transport and Water and Sanitation. Its functions include, among others, the preparation of Sectorial Policies, Strategies, Operational Guidelines and Programs in Infrastructure; the development of relevant research and analytical work, the collection of best practices and case studies; the provision of specialized technical support to IDB member countries of the Region.

In 2017, the management of the Infrastructure and Energy Sector (INE/INE) and the management of the Social Sector (SCL/SCL), agreed to create the Social Infrastructure Unit (UIS, for its abbreviation in Spanish) to provide specialized technical support for programs and projects financed by the Bank’s Social Sector that have infrastructure components. In 2019, Institutions for Development Sector (IFD/IFD) joined the project, and the UIS has been supporting programs and infrastructure projects in some countries, leaded by IFD Divisions.

The Infrastructure and Energy Sector is looking for a professional who, as part of UIS, provide technical inputs to strengthen the execution of IFD and SCL projects, providing technical assistance in planning, architecture/engineering, procurement and construct work coordination for the social infrastructure components.

### **The tram’s mission:**

The UIS provide specialized technical and management support to IDB-financed social infrastructure programs and projects, supporting projects teams in the development of components including infrastructure, contributing to improve the preparation and execution of operations, and to promote the development of sustainable infrastructure in the region.

The contractual will provide technical and specialized support to (i) improve technical quality (architectural and civil engineering aspects), ensuring compliance with standards; including trends, good practices and lesson learned from other projects; and ensuring consistence and integrity between design, construction, equipment and maintenance strategies in the projects he/she supports; and (ii) provide technical knowledge in the field he/she acts.

### **What you’ll do:**

In this position, the contractual will perform the following activities:

#### **First responsibility: Preparation and execution of operations**

- Provide inputs during project preparation, to plan and describe the social infrastructure component, including risks identification, projects and sites selection, preliminary budget and designs.
- Provide support in estimating costs of social infrastructure components, including contracting processes to be included in the Procurement Plan (following Bank policies), and reviewing bid and construction schedules proposed by Executing Units (EU);
- Provide advise in the best way of developing the medical and no medical equipment component, identifying when additional technical support is required.

- Propose improvements to architectural designs.
- Review norms and standards for the design and construction, with a focus on environmental sustainability using energy efficient solutions, and the promotion of fair and quality spaces.
- Define architectural and engineering guidelines for the design and construction of functional and environmentally efficient new construction, as well as guidelines for improvement and retrofit of existing buildings.
- Review of the investment planning, in terms of location and selection of sites, proposed distribution of buildings in relation to available land, application of national standards and spatial utilization of land in the design (Considering the technical challenges and specificities of the country, zone, terrain, etc.) of operations that include components of social infrastructure, such as design of infrastructure, among others;
- Review of architectural and engineering aspects in the design stage: pay attention to the selection of constructive solutions that are adaptable to the area, verify the quality of the anti-seismic and anti-cyclonic structural design, identify the need for works to protect slopes, improve access and provide basic services;
- Collaborate with the ESG team on site environmental assessments and identification of necessary mitigation measures.
- Review and preparation of tender documents for construction and coordination of works.
- Review and preparation of Terms of Reference for supervision and other external supports.
- Provide inputs to preparation of PEP and POA.
- Review the proposals for companies' selection.
- Supervision of the construction works, together with local consultants, and revision of the coordination reports, monitoring the construction progress.
- Support the UE, when requested by the Team Leader.
- Support the Team Leader in the technical dialogue with the EU.
- Support the Team Leader in the technical dialogue with construction companies and consulting firms, if requested.
- Support the Team Leader in the monitoring of the procurement plan and its updates.

#### **Second responsibility: Knowledge and Innovation**

- In coordination with the Social Infrastructure Unit team, develop significant guidelines and recommendations that will support and improve the design and execution of Banks loan operations.
- In coordination with other areas and Divisions of the Bank, develop workshops, documents and guidelines.
- Support in systematizing, reviewing and analyzing models and prototypes used for countries in the region.
- Contribute to the collection, dissemination, documentation and analysis of lessons learned in social infrastructure.

- The main themes the Social Infrastructure Unit is focusing on, are: new trends and lesson learned in social infrastructure, in order to propose new solutions to the projects, energy efficiency and climate change measures, disaster risk management, use of different construction systems, incorporation of new technologies, use of BIM, waste management, search for functional and humanized spaces, sustainable infrastructure, etc. The contractual will have a special focus on health care facilities.

### **Third responsibility: Other themes**

- Provide technical input, as part of the Support Unit, to the project teams on topics related to his/her field of expertise;
- Prepare background studies and technical documents, as well as other analytical contributing to the Strategy, Program and Project;
- Promote and participate of the collaborative work with other areas and divisions of the IDB;
- Organize and participate in missions and / or seminars, when requested.
- Other activities, at the request of INE.

### **What you'll need:**

**Citizenship:** You are a citizen of one of our 48-member countries. We may offer assistance with relocation and visa applications for you and your eligible dependents.

**Consanguinity:** You have no family members (up to fourth degree of consanguinity and second degree of affinity, including spouse) working at the IDB Group.

**Education:** Master's in architecture or engineering. At least 5 years of experience in operations/projects that includes social infrastructure, buildings, urban development in Latin American and Caribbean countries.

**Experience:** Experience in project management, planning, coordination and construction of architectural works, including experience in the design and construction of social infrastructure projects (schools, medical centers, hospitals, etc.). Experience in the design and execution of projects and loans, preferably financed by international development agencies. Experience in design and implementation of health care facility projects.

**Languages:** Fluent Spanish and English, spoken and written, required. Additional knowledge of French and Portuguese is preferable.

### **Core and Technical Competencies:**

- Orientation to results
- Integrity
- Adaptability
- Initiative
- Creativity
- Communication
- Teamwork

### **Opportunity Summary:**

- Type of contract: Full time consultant (CNS), Monthly

- Length of contract: 19 months
- Starting date: June 1, 2021.
- Location: IDB Headquarters, Washington D.C, USA. The contractual should make trips to the countries where projects are carried out, to participate in meetings with the operation team, the executing agency and coordinate the works. The trips of the contractual will be paid by INE, including per diems and expenses of stay of the field visits.
- Responsible person: Manager INE
- Requirements: You must be a citizen of one of the IDB's 48 member countries and have no family members currently working at the IDB Group.

### **Our Culture:**

Our people are committed and passionate about improving lives in Latin-America and the Caribbean, and they get to do what they love in a diverse, collaborative and stimulating work environment. We are the first Latin American and Caribbean development institution to be awarded the EDGE certification, recognizing our strong commitment to gender equality. As an employee you can be part of internal resource groups that connect our diverse community around common interests.

Because we are committed to providing equal opportunities in employment, we embrace all diversity and encourage women, LGBTQ+, persons with disabilities, afro-descendants, and indigenous people to apply.

### **About us:**

At the IDB, we're committed to improving lives. Since 1959, we've been a leading source of long-term financing for economic, social, and institutional development in Latin America and the Caribbean. We do more than lending though. We partner with our 48-member countries to provide Latin America and the Caribbean with cutting-edge research about relevant development issues, policy advice to inform their decisions, and technical assistance to improve on the planning and execution of projects. For this, we need people who not only have the right skills, but also are passionate about improving lives.

Our team in Human Resources carefully **reviews all applications**.

## **Job Title: Infrastructure and Energy Sector. Social Infrastructure Consultant**

**Background:** The Infrastructure and Energy Sector (INE) conceptualizes, prepares, supports the execution, and supervises Bank's operations in the areas of Energy, Transport, Water and Sanitation and Extractives. Its functions include, among others, the preparation of Sectorial Policies, Strategies, Operational Guidelines and Programs in Infrastructure; the development of relevant research and analytical work, the collection of best practices and case studies; the provision of specialized technical support to IDB member countries of the Region. The IDB Group includes the Inter-American Development Bank (IDB), the Inter-American Investment Corporation (IIC/IDB Invest) which is committed to development through the private sector, and the IDB LAB, which is an innovation lab for the Group.

### The team's mission:

INE, in agreement with the Social Sector (SCL), created a team of dedicated professionals to provide technical support to the Education (EDU), Health and Social Protection (SPH), Gender and Diversity (GDI) and Labor Markets (LMK) Divisions in activities related to social infrastructure (schools, health centers, etc). The team advises SCL's project team leaders, upon their request, in the preparation and execution of infrastructure components in their investment operations; and develops knowledge products. Its work emphasizes innovative solutions and a multi-sectoral vision for infrastructure projects.

### What you'll do:

- Support the team in reviewing standards and architectural and structural guidelines for the design and construction of social infrastructure facilities, focusing on environmental sustainability, and using energy efficient solutions.
- Support the team in reviewing designs, bidding documents cost estimates and supervision reports, submitted by Executing Units, for the construction and supervision of works.
- Contribute to INE's work in the Universal Accessibility agenda for People with Disabilities (PWD).
- Contribute to the collection, dissemination, documentation, and analysis of lessons learned by the Bank in social infrastructure.
- Help the team draft, process, and execute all Technical Cooperations.
- Under the supervision of the team's coordinator, manage the budget, providing monthly updates, including budget projections and allocation of all funds.
- Coordinate the editing, design and publication phases of the knowledge products.
- Provide technical and logistical support for events and dissemination of the team's activities and knowledge products.

### What you'll need:

**Citizenship:** You are a citizen of one of our 48-member countries. We may offer assistance with relocation and visa applications for you and your eligible dependents.

**Consanguinity:** You have no family members (up to fourth degree of consanguinity and second degree of affinity, including spouse) working at the IDB Group.

**Education:** You hold a bachelor's degree in Civil Engineering, Architecture, Urban Planning or other related fields.

**Experience:** You have at least 2 years of experience in social infrastructure projects (design, architecture or civil engineering). Experience managing budgets. Experience in working in Latin America and the Caribbean and with Multilateral Development Banks or other development institutions are a plus.

**Other relevant skills and knowledge:** Ability to work and communicate effectively in a multicultural and multidisciplinary team.

**Languages:** Fluent Spanish and English, spoken and written, required. Additional knowledge of French and Portuguese is preferable.

**Core and Technical Competencies:** Experience in project management, planning, coordination and construction of architectural works, including experience in the design and construction of social infrastructure projects (public buildings, schools, medical centers, hospitals, etc.).

Opportunity Summary:

Type of contract: Consultant full time

Length of contract: Twelve (12) months

Starting date: June 1, 2021

Location: Washington, DC.

Responsible person: Manager INE

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We encourage women, afro-descendants, people of indigenous origins, and persons with disabilities to apply.

**About us:** At the IDB, we're committed to improving lives. Since 1959, we've been a leading source of long-term financing for economic, social, and institutional development in Latin America and the Caribbean. We do more than lending though. We partner with our 48-member countries to provide Latin America and the Caribbean with cutting-edge research about relevant development issues, policy advice to inform their decisions, and technical assistance to improve on the planning and execution of projects. For this, we need people who not only have the right skills, but also are passionate about improving lives.

Our team in Human Resources carefully reviews all applications.

**Job Title: Infrastructure and Energy Sector. Infrastructure Expert Consultant for the Social Infrastructure Unit**

**Background:** The IDB is looking for an Infrastructure Expert for the Social Infrastructure Unit, to be assigned to the Infrastructure and Energy Sector (INE), based in Washington DC.

The Infrastructure and Energy Sector conceptualizes, prepares, supports the execution and supervises Bank's operations in the areas of Energy, Transport and Water and Sanitation. Its functions include, among others, the preparation of Sectorial Policies, Strategies, Operational Guidelines and Programs in Infrastructure; the development of relevant research and analytical work, the collection of best practices and case studies; the provision of specialized technical support to IDB member countries of the Region.

The candidate selected for this consultancy will report directly to the INE Manager and will contribute the Department's effort to strengthen the SCL teams, providing technical assistance in planning, engineering, procurement and supervision of social infrastructure works of the SCL projects.

**The team's mission:** In 2017, the management of the Infrastructure and Energy Sector (INE/INE) and the management of the Social Sector (SCL/SCL), agreed to create the Social Infrastructure Unit (UIS, for its abbreviation in Spanish) to provide specialized technical support for programs and projects financed by the Bank's Social Sector that have infrastructure components.

The UIS has among its objectives the generation of knowledge aimed to promote good practices in planning, procurement, design, construction, and supervision of social infrastructure. The publication of knowledge products of high technical quality is an essential element to achieve this objective. To achieve these objectives, it is necessary to have a professional that will add value to the team assisting with its continuous and successful collaboration with the SCL Sector and to ensure that knowledge products meet quality standards.

**What you'll do:** The selected candidate is expected to participate directly in the following:

- General activities:
  - Support the team of the Social Infrastructure Unit, and the work of local contractuals, contracted *ad hoc* for each project;
  - Maintain a dynamic dialogue with the Team Leaders and Executing Units (EU);
  - As requested, provide support for the execution of infrastructure components, ensuring that Team Leaders will receive constant technical advices, through a programmatic and systematic collaboration;
  - Participate to missions, when requested;
  - Other activities, as requested by the INE Management.
- Support in the preparation and execution of social infrastructure operations (in collaboration with the Team Leader)
  - Review designs and bidding documents, submitted by the EU for the Bank's consideration, for the construction and coordination of works.
  - Provide cost-estimation of social infrastructure components, in the selection processes of contracting to be included in the Procurement Plan (following Bank policies) and in the review of tender and construction schedules proposed by EU.

- Review the proposals for the selection and contracting of construction companies and coordination firms.
- Review the construction reports, prepared by local contractuels contracted for these purposes.
- Contribute to the dialogue with the EU on technical aspects of infrastructure, when requested by the Team Leader.

**Deliverables and Payments:** Products and External Services Contractual, PEC, retainer. Compensation will be determined in accordance with Bank's policies and procedures. In addition, candidates must be citizens of an IDB member country.

**What you'll need:**

**Citizenship:**

- You are either a citizen of one of the Latin American and Caribbean countries or a citizen of one of our 48-member countries.

**Consanguinity:** You have no family members (up to fourth degree of consanguinity and second degree of affinity, including spouse) working at the IDB Group.

**Education:** Master's degree or equivalent, in Civil Engineering, Architecture or other related fields. 10 years of professional experience in the design and construction of infrastructure.

**Experience:** Experience in the design, planning, management, contracting, construction and supervision of major engineering projects in the region. Experience in teamwork with colleagues, especially with those specialists within the infrastructure area. Ability to work and communicate effectively in a multicultural and multidisciplinary team.

**Languages:** Proficiency in English, French and Spanish. Knowledge of another of the Bank's official languages (Portuguese) is desirable.

● **Core and Technical Competencies:**

● *Technical Competencies:*

- *Alignment and Coordination:* Adjusts and coordinates operations throughout the IDB's matrixial organization to promote a unified, service-oriented approach to customers.
- *Results management:* Provide development contributions by focusing his/her activities and initiatives on clear and measurable results, identifying areas of specific focus and relevant measurement parameters, and improving operational efficiency.
- *Multi-sectorial vision and expertise:* Effectively conveys the content and strategies of a multiplicity of sectors to clients and acts as a key contact point.
- *Regional knowledge and Bank strategy:* Demonstrates in-depth knowledge of the region, its key sectors and the impact of the countries/Bank strategy.
- *Development of programs and inventories:* Develop country programs and create inventories of opportunities and activities, in line with the country and the Bank strategies.
- *Project Management:* Understands the overall context of the IDB project cycle. Uses project management methodologies and tools to ensure that programs, projects and grants are made within the expected time and budget, using resources in the most efficient and strategic way.



- *Project monitoring and supervision*: Promotes the achievement of results and impacts through the exhaustive monitoring of progress in projects and operations, by analyzing the portfolio and collaborating with clients and partners to address the problems that arise.
- *Negotiation and communication*: Uses negotiation skills and extensive knowledge of clients and third parties, as well as Bank policies and procedures, to create agreements and foster a sense of ownership between the parties.
- *Customer Relationship Management*: Forge permanent relationships with customers, third parties and internal stakeholders to maximize customer service.
- *Implementation of fiduciary policies and guidelines (financial and procurement management and hiring)*: Fosters best fiduciary procedures and practices through the implementation of policies and guidelines, as well as monitoring the implementation of the respective project.
- **General Competencies:**
  - *Collaboration, Teamwork and Inclusion*: Works collaboratively with others, regardless of background (gender, ethnicity, religion, disability, sexual orientation, experience and perspective) or their role in the organization, and adopts a teamwork approach and inclusion in both projects and decision-making process.
  - *Innovation and Creativity*: Develops ingenious ideas and solutions through creativity, experimentation and critical thinking.
  - *Communication and Influence*: Communicates effectively and relies on relationships and strategies to influence others.
  - *Customer Focus*: Understands customer needs and provides services that meet their expectations in terms of quality and performance; meets the expectations of the Bank's ethical behavior.

### **Opportunity Summary:**

- Type of contract and modality: Products and External Services Contractual, PEC, retainer
- Length of contract: 12 months
- Starting date: 01 June 2021
- Location: Place of residence. Travel for project's preparation/execution may be required. Travel and Per diem will be paid separately through an amendment of the contract if required.
- Responsible person: INE manager
- Requirements: You must be a citizen of one of the [IDB's 48 member countries](#) and have no family members currently working at the IDB Group.

**Our culture** Working with us you will be surrounded by a diverse group of people who have years of experience in all types of development fields, including transportation, health, gender and diversity, communications and much more.

**About us** At the Inter-American Development Bank, we're devoted to improving lives. Since 1959, we've been a leading source of long-term financing for economic, social, and institutional development in Latin America and the Caribbean. We do more than lending though. We partner with our 48 members countries to provide Latin America and the Caribbean with cutting-edge research about relevant development issues, policy advice to inform their decisions, and

technical assistance to improve on the planning and execution of projects. For this, we need people who not only have the right skills, but also are passionate about improving lives.

- Payment and Conditions** Compensation will be determined in accordance with Bank's policies and procedures. The Bank, pursuant to applicable policies, may contribute toward travel and moving expenses. In addition, candidates must be citizens of an IDB member country.
- Consanguinity** Pursuant to applicable Bank policy, candidates with relatives (including the fourth degree of consanguinity and the second degree of affinity, including spouse) working for the IDB, IDB Invest, or MIF as staff members or Complementary Workforce contractual, will not be eligible to provide services for the Bank.
- Diversity** The Bank is committed to diversity and inclusion and to providing equal opportunities to all candidates. We embrace diversity on the basis of gender, age, education, national origin, ethnic origin, race, disability, sexual orientation, and religion. We encourage women, Afro-descendants and persons of indigenous origins to apply.