

Job Description

Position Name	: Sr. Manager – Technical (Design and Management)
Reports to	: Sr. Director Programs
Location	: Mumbai/Delhi/Chennai
Supervises	: Manager (Civil)

About Habitat For Humanity India:

Driven by the vision that everyone needs a decent place to live, Habitat for Humanity began in 1976 as a grassroots effort. The housing organization has since grown to become a leading global nonprofit working in more than 70 countries. In India since 1983, Habitat for Humanity has supported more than 38 million people by helping them build or improve a place they can call home, build improved sanitation units and provide humanitarian aid and disaster resilient shelter solutions in the aftermath of natural disasters.

Through financial support, volunteering or adding a voice to support affordable housing, everyone can help families achieve the strength, stability and self-reliance they need to build better lives for themselves. Through shelter, we empower.

To learn more, donate or volunteer, visit www.habitatindia.org

Position Purpose:

The Sr. Manager- Technical (Design and Management) is responsible for reviewing design, drawings and site plans and will ensure that the constructions are done abiding with both Habitat for Humanity standards and National building codes and standards. It is expected from the Sr. Manager to individually look into all the construction designs and guide the Architect to revise as needed and the Technical Manager and Technical Coordination to execute it in the project sites with the support of the contractors or through the direct beneficiary driven models. The Sr. Manager - Technical will be monitoring the sites, ensuring construction related quality standards are maintained as per the SOP and other guiding documents. Each of the project site should have proper documentation and reporting mechanism thereby ensuring that a proper trail of construction is available at all time. In addition, the Safeguarding and Safety & Security protocols will be strictly adhered in all the projects, and the technical team need to be fully equipped and abide with the defined norms.

Key Responsibilities:

1. Strategic Planning and Execution (30%)

- Develop and regularly update construction management SoPs and guiding documents for the affordable housing segment (urban and rural).
- Standardize the design and structures of the affordable housing segment in each of the regions/states.
- Develop monitoring system and reporting mechanism to document the construction quality
- Provide technical support to the program team in development and review of proposals.

2. Strengthen Technical Aspects of Construction (30%)

- Provide guidance on construction techniques, methods, building codes, and regulations and lead/conduct capacity building activities if necessary
- Extend technical support to the project team and contractors to raise the quality standards and work related consistency.
- Conduct periodic site audit/visits to build and strengthen the systems and procedures.
- Review and guide the team to follow the architectural plans and engineering & structural designs.

3. Construction Design Review and Quality Assurance (15%)

- Support internal design development or Coordinate with the Architects, Structural Engineers & consultants for detailed design, drawings.
- Build the external resources for need base structural audits, 3D drawings, and end project technical audit with quality certification.
- Conduct internal technical audit of the high value projects and guide the team to ensure quality parameters.

4. Innovation and technology adaptation for sustainable development (15%)

- Learn, innovate and execute new technologies of construction in Housing and WASH structures.
- Strategize and build Climate Resilient Homes in the projects, thereby reducing carbon emission.
- Build the technical capacity of the internal team on the construction of Climate Resilient Homes.
- Support education of the community in climate resilient design principles and the customization of the design to best align with the communities' expectations and Climate Resilient Design principle.

5. Safeguarding, Safety & Security Standards and Risk Management (10%)

- Ensure implementation of safety and security norms adhering to the Habitat India protocols.
- Plan and develop tools for construction related risk assessment and its mitigation, build team to comply with the reporting requirements.

Education & Other Qualifications

- Graduate in Architecture or Architectural Engineering (essential), preferably including green, environmentally sustainable design
- 5-7 years of work experience in design and drafting (2-3 years), and construction project management (3-4 years), preferably in affordable/low-cost housing
- Technical/Behavioural Skills: Leading change, Building and Managing Relationships, Creating Innovations, Driving Success & Accountability, Making Decisions. Planning and analytical skills, Fluency in AutoCAD and/or Revit, in one construction management software (MS Project, Primavera, etc.), Report Writing, Accountable, Fluency in English and local languages, Communication and training skills,

Stakeholder

- **Internal:** Unit Heads, Director-Projects, Regional Head, Manager- Programs, Community/Field Coordinators, APO-Technical Team
- **External:** Architects, Structural Engineers, Contractors, Community Leaders, Homeowners, Government departments, etc.

Habitat For Humanity India : Values

- Humility: We are part of something bigger than ourselves
- Courage: We do what's right, even when it is difficult or unpopular
- Accountability: We take personal responsibility for Habitat's mission

Safeguarding:

At Habitat for Humanity India, we are committed to a culture of safeguarding and ensuring the safety and well-being of all individuals, especially children, involved in our programs. We uphold a strict zero-tolerance policy towards any form of harm or abuse. We expect all employees to adhere to our safeguarding behavioural code of conduct, prioritizing the best interests of the child and promoting a speak-up culture.

Interested candidates should submit their application to recruitment@habitatindia.org with the subject line **“APP: Sr. Manager – Technical (Design & Management) Full Name”**.