

TERMS OF REFERENCE (ToR)

Position: Field Engineer

1. Position

Field Engineer

2. Number of Vacancy

33 (Thirty-Three)

3. Place of Posting

12 Districts, with the selected candidate stationed at the assigned project cluster/village.

4. Core Purpose of the Position

To provide technical support and field-level supervision for civil works and rural infrastructure activities, ensuring proper planning, execution, quality control, monitoring, and timely completion of assigned works at the project cluster/village level.

5. Key Roles and Responsibilities

The Field Engineer shall:

- Provide technical support for planning and implementation of civil works and rural infrastructure activities.
- Undertake regular site supervision and field inspections to monitor progress and quality of construction works.
- Review and assist in the preparation of drawings, technical specifications, estimates, and quantity calculations.
- Monitor construction activities against approved designs, specifications, quantities, and timelines.
- Assist in quantity estimation, measurement, verification of works, and quality control.
- Coordinate with contractors, communities, project teams, and other stakeholders for smooth implementation of works.
- Identify technical issues and field-level constraints and recommend appropriate corrective measures.
- Maintain proper site records, measurements, photographs, work progress documentation, and technical reports.
- Assist in monitoring the utilisation of materials and resources at project sites.
- Support preparation of periodic progress reports and other technical documentation.
- Ensure that assigned works are implemented in accordance with applicable technical requirements and project guidelines.
- Undertake any other technical duties assigned by the competent authority in relation to project implementation.

6. Essential Qualification

Graduate or Post Graduate in:

- Civil Engineering;
 - Construction Engineering;
 - Structural Engineering;
 - Water Resources Engineering; or
- Infrastructure Engineering from a recognized university/institution.

7. Essential Experience

Minimum 01 (one) year of relevant experience in civil engineering, preferably in:

- Rural infrastructure;
- Construction;
- Site supervision; or
- Development projects.

8. Essential Skills & Competencies

- Knowledge of civil works, site supervision, quantity estimation, quality control, and construction monitoring.
- Basic proficiency in AutoCAD and MS Office.
- Ability to prepare technical reports and field documentation.
- Good written and verbal communication skills.
- Good coordination and stakeholder management skills.
- Ability to coordinate effectively with contractors, communities, and project teams.
- Strong field orientation and ability to work independently in rural and remote locations.

9. Field Requirements

- The position requires frequent field visits to project locations.
- The candidate shall be willing to be stationed at the assigned project cluster/village.
- Work experience in Meghalaya is required.
- The candidate should be willing to work in rural/remote locations as required by the project.

10. Remuneration

Rs. 26,000/- per month plus applicable allowance, as per organisational/project norms.

11. General Conditions

The selected candidate shall perform duties in accordance with the requirements of the project and instructions issued by the competent authority. The roles and responsibilities may be modified or expanded as required for effective project implementation.