



Islamic Republic of Afghanistan
Capital Region Independent Development Authority
Administrative Division



Proj.-Code	Location	Program / Type / Project / Division / Dept / Sub Dept	Document / Sub Document / Reference / Revision
AFG/KBL/Gen	KBL	Pg-1/ST/Pr-1/AD/Dept/Sub Dept	/TOR/(CRIDA/AD/2016/000)/xxx

TERMS OF REFERENCE

Title of Post: Design Manager

Project Title: Capital Region Independent Development Authority (CRIDA)

Duty Station: Kabul- Afghanistan

Announce Date: 30/08/2016

Closing Date: 11/09/2016

Background:

The capital region of Afghanistan comprises the Kabul, Wardak, Logar, Kapisa and Parwan Provinces. The total area of the capital region is more than 7,735 km². In order to make safe urban environment and tackle the problems caused by ever increasing population growth in the capital of Afghanistan considering the concentrated economic activities and services provision, Dehsabz City Development Authority (DCDA) has been promoted to Capital Region Independent Development Authority (CRIDA) (As per the Presidential Decree No. (44) Dated 23rd June 2016 based on Cabinet Resolution No. (3) Dated 30 April 2016 of the Islamic Republic of Afghanistan).

CRIDA is an Independent Budgetary Unit and Governmental profitable entity within the organizational structure of the Islamic Republic of Afghanistan. Capital Region Independent Development Authority (CRIDA), not only develop Kabul New City project but also pave the ways for the development of Capital Region with broader visions which are briefly narrated as follows:

1. Transforming the Capital Region by turning it into a mega city that is clean, environmentally friendly, cultured with booming industries and commerce, sports and tourism and ultimately a metropolitan city that is self-reliant and sustainable, a city that has infrastructure and facilities of high standards with healthy physical environment.
2. Building a diverse community that is free of ethnic, linguistic, racial and religious prejudices.
3. Promoting urban culture and enhancing the standard of life through development of the Capital Region.
4. Development of cities (through decentralization for balanced development) within the Capital Region by protecting the originality, historical value and organic linkages with the existing Kabul city to transform the entire capital zone into a symbol of national unity.

CRIDA is currently looking for a Design Manager to play active role in Public Facility and Vertical Structure division and contribute in managing and preparation of multidisciplinary of designs for achieving the strategic goals of CRIDA on objective basis.

Reporting Line:

The Design Manager will be reporting directly to the Public Facility and Vertical Structure Director of CRIDA

Duties/Responsibilities:

- Lead and manage the vertical structure department tasks.

- Streamline the department activities according to the vision, goals and objectives of the CRIDA.
- Prepare annual department's work plan, staffing plan and budget provisions
- Prepare ToRs for recruitment of engineering project team.
- Review, check and approve of vertical structure designs prepared by the developers, contractors and involved stakeholder.
- Draft policies, procedures, manuals, guidelines, standards and processes for effective management of design activities.
- Prepare of Expression of Interest (EOI), Request for Proposal (RFP), Term of Reference (TOR) and other related tasks.
- Manage the works of vertical structure design team and monitoring team as well as update daily reports of vertical structure department.
- Coordination of activities among the department, Public facility and Vertical Structure division and other CRIDA divisions.
- Monitor and evaluate the construction site based on spec and design of Vertical Structure department, Developer or any stakeholders.
- Prepare structural design documents for proposed projects of the organization
- Assist staff by providing directions, inputs and feedbacks, participate in all tasks related meetings and workshops and engages in capacity building of staff.
- Coordinate design activities with departments and relevant stakeholder.
- Any other duties assigned by line manager or management of CRIDA.

Qualifications:

- Master's in Architecture and Civil Engineering
- Minimum 10 years of experience is required

Experience/Personal skills:

- Knowledge and expertise in making and preparation of reports
- Represent the CRIDA effectively in meetings with others if required.
- Must have knowledge of Building codes;
- Diligent and enthusiastic, willing to work long hours and under pressure;
- Excellent computer skills are required (Ms.Word, Ms.Excel Ms.Access and Engineering software are required).
- Ability to review structural drawings and design analysis reports
- Good oral and written skills in Dari, Pashto and English languages;
- Ability to work effectively in a multi-ethnic and multi-cultural environment;

Applications:

To apply for the above position, please email your application, together with an update CV before 11th September, 2016.

Human Resources Department
Capital Region Independent Development Authority (CRIDA)
House #4, Street #6, 10th Precinct
Qala-e- Fathullah Khan
Kabul, Islamic Republic of Afghanistan

Email: jobs@crida.gov.af

CC: mrza.nayeel@crida.gov.af

CRIDA will not be able to respond to inquiries about application status and will only contact short-listed candidates.