

DEADLINE : 08 February 2026

TYPE OF CONTRACT/DURATION : Expertise contract / 4 MONTHS

NO OF REQUIRED EMPLOYEES : 1

SALARY: AS PREMIERE URGENCE INTERNATIONALE (PUI) SYRIA MISSION SALARY SCALE (**competitive**)

BASED: between Deir Ezzor and Raqqa.

ABOUT PUI IN SYRIA

The current operational strategy for Premiere Urgence Internationale (PUI) in Syria is to alleviate the human suffering of the Syrian people in Syria by delivering sound, needs-based humanitarian assistance, while promoting a life-sustaining response. PUI's positioning on, shelter, education, livelihoods, and WaSH sectors remain a priority.

Based on ten years of experience conducting humanitarian operations in Syria, supporting Iraqi refugees and lately Syrians affected by the crisis, PUI has played an important role in responding to the needs of the population within nine governorates (Aleppo, Damascus, Rural Damascus, Homs, Hama, Tartous, Latakia & Deraa) and through the following interventions:

- Rehabilitation of collective and private shelters,
- Rehabilitation of infrastructure
- Emergency and Early Recovery WASH interventions
- Education support for conflict-affected populations (remedial classes, school rehabilitation, free exam preparations, summer class activities, community based initiatives and psycho social support),
- Enhancement of the Population of Syria self-reliance through livelihoods (vocational training course, provision of a professional tool kit ((PTK)).

GENERAL OBJECTIVE

The Technical Consultant will be responsible for supporting the provision, factory monitoring, installation, and operationalization of bakery, milling, and sieving equipment. The Consultant will ensure full compliance with approved technical specifications and quality standards and will accompany all stages of production and implementation

The position requires high mobility and close coordination with project stakeholders, suppliers, and field teams. The position requires a technical specialist with sound experience in developing and reviewing BoQs related to bakeries, mills, and sieving equipment.

RESPONSIBILITIES AND TASKS

The Technical Consultant will be responsible for the following:

Manufacturing Oversight

- ➔ Review and approve the suppliers' data sheets and material submittals in accordance with the project specifications.
- ➔ Monitor and follow up on the manufacturing process of equipment at suppliers' factories to ensure full compliance with the technical specifications, BoQ and all related annexes.
- ➔ Participate in factory inspections and acceptance tests prior to shipment.
- ➔ Verify compliance with technical specifications and contractual requirements.
- ➔ Provide technical feedback and recommendations for project management.

Installation and Commissioning

- ➔ Supervise on-site installation of bakery, milling, and sieving equipment.
- ➔ Perform the necessary verification and monitoring to confirm full conformity with the technical specifications and all accompanying annexes.
- ➔ Oversee testing and commissioning processes in coordination with relevant stakeholders (UNDP team, responsible Governmental entities).

- ➔ Identify and resolve technical issues during installation and start-up.
- ➔ Ensure that all systems are functioning correctly, performing as designed and as mentioned in the technical documents, in close coordination with the relevant on-site stakeholders

Operational Support

- ➔ Support production start-up and optimization of operational processes.
- ➔ Participate in consultations with local authorities to ensure that all BoQs and technical materials are aligned with the local context and UNDP requirements.
- ➔ Establish standard operating procedures (SOPs) for production, safety, and maintenance.
- ➔ Develop preventive and corrective maintenance systems.
- ➔ Ensure efficient and sustainable operation of equipment.

Capacity Building

- ➔ Train end users on equipment operation, safety procedures, and routine maintenance.
- ➔ Provide ongoing technical mentoring and support to operational teams.

Coordination and Reporting

- ➔ Coordinate regularly with suppliers, partners, and project management teams.
- ➔ Prepare technical progress, quality assurance, and compliance reports.
- ➔ Document lessons learned and best practices.

Quality and Compliance

- ➔ Ensure compliance with food safety, hygiene, and quality standards.
- ➔ Support implementation of relevant national and international food production regulations.
- ➔ Promote safe working practices and environmental standards.

REQUIRED KNOWLEDGE AND SKILLS:

➤ **EDUCATION & TRAINING:**

- Bachelor's degree in mechanical engineering, Food Engineering, Industrial Engineering, or a related field.

➤ **PROFESSIONAL EXPERIENCES AND SKILLS:**

- Minimum 3-5 years with INGO in Humanitarian Project Management, including managing emergency response projects
- Minimum of five (5) years of experience in industrial bakery systems, milling, and sieving operations.
- Proven experience in equipment manufacturing follow-up, installation, and commissioning.
- Strong knowledge of food processing equipment and production workflows.
- Fluency in English and Arabic (written and spoken) .
- Willingness to spend at least 80% of time at field sites supervising the implementation process.
- Ability to work independently in challenging environments.
- Solid experience in the effective management and engagement of stakeholders.

➤ **Language skills:**

- Excellent technical reporting and documentation skills.

Dear Appicante,

To apply for this Vacancy, Please click on the below link and fill the PUI Syria- Application form.

https://docs.google.com/forms/d/e/1FAIpQLSdULtSa60vQZBtwq2v_fPh6tjpWXOe9tLp uVbK8C8xFOy1YWA/viewform?usp=publish-editor

(If the link above dose not work by clicking on it, please copy and paste it in the browser address bar).

Kindly note that this is an immediate-start position (within a maximum of one week). Applications will be reviewed on a rolling basis, and the position may be closed earlier than the stated deadline. For this reason, interested candidates are encouraged to submit their applications as soon as possible.