

Job Description

Position: Water Infrastructure Coordinator

Context:

The French NGO **better with water** has created the social business Shobar Jonno Pani Ltd. and the NGO Water & Life Bangladesh in 2010 and now operating under the trademark of **better with water Bangladesh**.

The overall objective of BWB Bangladesh is to improve the living conditions of low income communities in depressed urban areas of Bangladesh based on water supply.

W&L and SJP work in close collaboration to implement the program. W&L ensures the implementation of the sanitation & social activities (Hygiene promotion, Fire-fighting, Solid waste management, social survey), while SJP sets up, maintains and operates the water supply network in the targeted areas. Bhashantek water supply network is a pilot and innovative project: the scheme provides metered household connections to slum dwellers with reliable and good quality water, with full recovery of revenues by DWASA. This is the first time in Bangladeshi slums that water is provided through household connection and based on a social enterprise model.

Thanks to the quality of services provided and the efficient billing system, the social enterprise gradually widens its field of action by becoming a multi-services actor, including the waste collection and the sanitation services.

BWW Bangladesh engaged in partnerships with the local communities, authorities, water operator and other development stakeholders.

Position: Water Infrastructure Coordinator

Location: BWB Head Office with frequent field trips (Dhaka and Chittagong)

Reporting to: Water & Social Program Manager of better with water Bangladesh

Tasks & responsibilities:

Development of new projects: Water (90%) & Sanitation (10%)

- Coordinate topographic surveys and technical assessments.
- Design water network projects using software, including infrastructure such as pumping stations, underground tanks, overhead tanks etc.
- Design borehole according to nearby water level assessment.
- Prepare Bill of Quantities and project budgets for water networks and other construction works.
- Assist in the design and installation of electrical infrastructure: meters, lines, pumps, and automation systems.
- Participate actively in the procurement process: identify contractors, request quotations, purchase materials, and follow up on deliveries.
- Determine human resource needs for construction works.
- Coordinate and supervise BWB technical teams and contractors on-site.
- Ensure construction materials are properly stored, organized, and accounted for.

Operation & Maintenance of water services:

- Support activity planning and help prioritize technical team tasks.
- Supervise and assist technical teams in construction, maintenance, and repair of water and sanitation systems.
- Provide technical guidance to Regional Office teams.
- Prepare annual water network preventive and curative maintenance plans.
- Prepare annual water service quality testing plans.
- Oversee water quality testing and provide training on internal methodologies.
- Recommend improvements to installations and processes using available resources.

Prospection & Technical Surveys:

- Conduct technical surveys in informal settlement areas: map existing water networks, identify potential water sources, conduct water quality tests, measure water flow and pressure, etc.

Logistics & Materials Management:

- Maintain organized and clean stock of construction materials and tools.
- Coordinate timely ordering of materials with the Chief Plumber to ensure smooth project execution.
- Support plumbers to maintain stock and take responsibility.

Reporting & GIS:

- Prepare monthly technical activity reports: project progress, number of connections, challenges encountered, solutions proposed, and next month's plan.
- Prepare end-of-installation activity reports.
- Create and update GIS databases for ongoing and completed projects.

Other tasks:

- Perform any additional duties as required by the supervisor.
- Assist the Financial Partners department with donor queries and reports.

Technical Skills:

- Knowledge of water supply networks and sanitation systems, including design and installation of tanks, pipelines, pumps, and automation systems.
- Ability to prepare technical designs, Bills of Quantities, and project budgets for infrastructure projects.
- Proficiency in technical drawing software (AutoCAD, Civil 3D, or equivalent).
- Knowledge of electrical infrastructure related to water systems (meters, lines, pumps, automation).
- Ability to supervise technical teams and contractors, plan activities, and ensure quality of works.
- Familiarity with water quality testing methods and local standards.
- Basic knowledge of GIS/SIG for mapping and monitoring projects.

Behavioral / Soft Skills:

- Strong project management and task prioritization skills.
- Problem-solving abilities and autonomy in technical decision-making.
- Communication skills to supervise and train technical teams.
- Adaptability and creativity to work in informal settlements and with limited resources.
- Organizational skills and attention to detail for reporting, documentation, and stock management.
- Ability to collaborate with contractors, suppliers and local authorities.

Experience:

- Minimum 5 years of experience in design, construction, and maintenance of water supply or sanitation infrastructure.
- Practical experience in urban or informal settlement projects.
- Experience in managing technical teams and contractors.
- Experience in procurement, material sourcing, and logistics management for construction projects.
- Experience in water quality testing and operational monitoring of water networks.

Qualifications:

- Degree in Civil Engineering, Hydraulic Engineering, Water & Sanitation, or a related field.
- Project management certification or training in GIS/AutoCAD is a plus.

Salary:

BDT 70 000 to 85 000 (depends on candidate's skills and work experience)

Benefits:

Two Festival Bonus (basic), Medical Insurance, Gratuity, Contributory Provident Fund, Mobile Allowance, Two Days' Weekend, leave package to ensure professional and personal life balance.

Application Instructions:

Apply Online (Bdjobs): <https://bdjobs.com/jobs/details/1429805?ln=1>

Application Deadline: November 30, 2025