



Karachi Water & Sewerage Services Improvement Project

(Project Implementation Unit)

Karachi Water & Sewerage Corporation

40-G, Street 40, Block 6 PECHS, Karachi, Pakistan
Telephone: +92-21-34374081, +92-21-99330279



**REQUEST FOR EXPRESSION OF INTEREST (REOI)
FOR SELECTION OF INDIVIDUAL CONSULTANT**

- The Karachi Water & Sewerage Corporation (KW&SC) have received a loan through EAD, Government of Pakistan from the International Bank for Reconstruction and Development (IBRD) / Asian Infrastructure Investment Bank (AIIB) and the counterpart share of funds from GOS for the Project Implementation Unit (PIU), Karachi Water & Sewerage Services Improvement Project (KWSSIP-II).
- The PIU, KWSSIP intends to apply part of the proceeds to make eligible payments against the services of following candidates as individual consultants at PIU, KWSSIP.

S.No	Title of Position	Qualification and Experience
01	Finance Manager (01 Position)	<ul style="list-style-type: none"> The consultant shall possess a recognized professional accounting qualification, such as CA, ACCA, CPA, or ICMA/ICMAP, which is mandatory. A Master's degree in Accounting, Finance, Commerce, or a related discipline from an HEC-recognized university shall be considered an additional advantage. A minimum of ten (10) years of progressive experience in financial management, accounting, budgeting, or auditing, preferably within public sector or donor-funded projects. At least five (5) years in a managerial or leadership capacity. Prior exposure to the financial management practices of the World Bank or other multilateral development partners will be considered a strong advantage.
02	Manager Admin & HR (01 Position)	<ul style="list-style-type: none"> A Master's degree in Public Administration, Business Administration, Human Resource Management, or an equivalent discipline from an HEC-recognized university is required. The candidate must also possess a minimum of ten (10) years of experience in administration, with proven exposure to complex organizational environments, preferably within public sector institutions or donor-funded projects. Should reflect the ability to independently manage administrative functions, oversee office operations, and support large-scale project implementation. Sound knowledge of human resource management policies and best practices, and a thorough understanding of relevant Government of Sindh rules and regulations, ensuring full compliance with statutory and fiduciary requirements.
03	Director Equity and Reform (01 Position)	<ul style="list-style-type: none"> Master's degree in Gender Studies, Sociology, Public Administration, Social Policy, Human Resource Management, Public Policy or a related field. Minimum 5-7 years of relevant professional experience, including leadership roles in social development exclusively in gender, diversity and inclusion. Familiarity with gender-responsive policies and demonstrated experience working with public sector institutions and/or donor-funded programs (World Bank experience preferred). Experience designing gender action plans and implementing institutional reforms.

- The detailed ToRs for the Individual Consultant Services of above-mentioned positions can be obtained from the website: www.kwssip.gos.pk.
- Interested consultants may submit their Expressions of Interest (Eoi) in the form of Covering Letter along with detailed CV and supporting documents (copies of CNIC, passport, degrees, and all relevant certificates) via email to the Project Director PIU (KWSSIP) at applications.ic@kwssip.gos.pk within Fifteen (15) days of the publication of this advertisement.
- Qualified female candidates are strongly encouraged to apply. If a face-to-face meeting is required, same shall be done virtually.
- The consultants shall be selected in accordance with (Section-VII Open Competitive Selection of Individual Consultants of World Bank's Procurement Regulations for IPF Borrowers (Revised Fifth Edition September 2023)).

Project Director
Project Implementation Unit (PIU)
Karachi Water & Sewerage Services Improvement Project (KWSSIP)
Karachi Water & Sewerage Corporation (KW&SC)
40-G, Street 40, Block 6 PECHS, Karachi, Pakistan



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S. No	Title of Position	Qualification and Experience
01	Deputy Project Director (01 Position)	<ul style="list-style-type: none"> Master's degree in Civil Engineering, Water Resources Management, Environmental Engineering, Public Administration, or a related field. Minimum of 10 years of experience in managing large-scale infrastructure projects, with at least 5 years in a senior leadership role. Certification in PMP (Project Management Professional), Lean Six Sigma, or equivalent and training in FIDIC contract management or utility operations is preferred. Proficiency in project management software, such as Primavera or Microsoft Project. Familiarity with task and issue tracking software, such as Jira or Asana, preferred, for planning, scheduling, tracking, and reporting. Familiarity with digital tools for performance monitoring and workflow automation and Proven experience in risk management and donor-funded project environments, especially World Bank and AIIB.
02	Manager Procurement/ Contracts (01 Position)	<ul style="list-style-type: none"> Bachelors (16 years of education) degree from an HEC recognized or international university in Engineering, Law, Business Administration or any other relevant degree along with Masters in Engineering or Business Administration or international certification/diploma in public procurement/supply chain. A minimum of 10 years of experience in procurement and contract management. Preference will be given to candidates with experience on major civil and mechanical works projects. Prior exposure to the Contract/procurement management practices of the World Bank or other multilateral development partners will be considered a strong advantage. Extensive experience with FIDIC contracts, large-scale procurements, including contract administration. Strong capability in claims evaluation, dispute resolution, and serving impartially and competently on Procurement Evaluation Committees.
03	Gender Specialist (01 Position)	<ul style="list-style-type: none"> Advanced degree in Gender studies, Social Development, Sociology, Anthropology, Public Policy, or related field. Minimum 7-10 years of relevant professional experience in gender, social development, GBV/SEA SH prevention, and community engagement. Demonstrated knowledge of the World Bank ESF and gender related policies, including SEA/SH Good Practice Notes. Experience working on large infrastructure projects or urban water/sanitation projects. Proven experience with gender responsive stakeholder engagement and GRM processes. Experience with Pakistan/Sindh context and familiarity with KWSC institutional structures and Knowledge of labor management, resettlement, and social risk management is an asset.
04	Project Management Specialist / Planning Engineer (01 Position)	<ul style="list-style-type: none"> Bachelor's or Master's degree in Project Management, Engineering, Information Systems, or a related field. Minimum of 7 years of experience in project management, preferably in infrastructure or donor-funded projects. Proficiency in Primavera, MS Project, and Master Schedule or similar project management platforms and ability to manage complex datasets. Familiarity with donor-funded project environments, especially World Bank and AIIB.

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- The consultants shall be selected in accordance with (Section-VII Open Competitive Selection of Individual Consultants of World Bank's Procurement Regulations for IPF Borrowers (Revised Fifth Edition September 2023)).

Project Director
Project Implementation Unit (PIU)
Karachi Water & Sewerage Services Improvement Project (KWSSIP)
Karachi Water & Sewerage Corporation (KW&SC)
40-G, Street 40, Block 6 PECHS, Karachi, Pakistan

TERMS OF REFERENCE

MANAGER FINANCE

KARACHI WATER & SEWERAGE SERVICES IMPROVEMENT PROJECT

1. Introduction

Karachi is Pakistan's largest city, main seaport and international trade hub. It encounters numerous challenges among which water supply and sewerage are the worst affected services, falling far short of the city's expanding needs. To mitigate this gap, develop these services for Karachi and strengthen the Karachi Water and Sewerage Corporation (KWSC) to become a financially viable and technically well performing water utility that ensures clean, safe drinking water and sewerage services to public, the Government of Sindh GoS / KWSC partnered with the World Bank Group through the Karachi Water and Sewerage Services Improvement Project (KWSSIP). The Karachi Water and Sewerage Services Improvement Project (KWSSIP) encompasses a USD 1.6 billion reform-led investment program, to be implemented in four phases over a period of 12 years. Phase 1, with an investment portfolio of USD 100 million, is currently under implementation, and a Project Implementation Unit (PIU) has been established for this purpose. The PC-1 for the Second Phase of KWSSIP amounting to US\$600 Million (PKR167.10 Billion) has been approved by ECNEC. The project has been approved by the World Bank Board on 12th December 2024. The project is being implemented by the Government of Sindh (GoS) and the Karachi Water and Sewerage Corporation (KWSC) through multiple procurement processes, expected to occur within a short timeframe. The project activities aim to achieve key milestones, including addressing environmental aspects associated with the proposed project components.

2. Objectives of the Assignment:

The primary objective of the assignment is to provide overall leadership and strategic direction to the financial management function of the PIU, KWSSIP. The Manager Finance will be responsible for ensuring that the project's financial operations are fully compliant with the Project Operations Manual (POM) approved by the World Bank, as well as with the fiduciary requirements of the development partners and the financial rules of the Government of Sindh. The position entails strengthening and enforcing robust internal controls, maintaining transparency, and embedding accountability in all financial processes to minimize fiduciary risks and safeguard project resources.

The Manager Finance will also play a central role in planning, budgeting, disbursement management, accounting, and reporting, while ensuring timely fund flows and efficient utilization of resources. A critical aspect of the role is to guarantee that all financial records are properly filed, archived, and digitized, thereby supporting audit readiness and institutional memory. Moreover, the Manager Finance will lead the integration and effective use of the Financial Management Information System (FMIS) and introduce system improvements to enhance efficiency, transparency, and governance. By providing strategic financial advisory support to the Project Director, the Manager Finance will contribute not only to compliance but also to the overall governance and continuous improvement of the project's financial management environment

3. Scope of Work:

A. Strategic Financial Leadership & Governance

- Act as the overall head of Finance & Accounts, directly accountable to the Project Director.

- Ensure that all financial procedures, decisions, and documentation strictly follow the POM and are consistent with World Bank fiduciary standards.
- Develop and implement an internal control framework covering payment authorization, segregation of duties, approvals, and monitoring to prevent misuse of funds.
- Recommend and enforce measures to enhance financial transparency, accountability, and governance across the project.
- Provide advisory support to the Project Director, Steering Committee, and key stakeholders on financial implications of project decisions.

B. Budgeting & Planning

- Lead preparation of the Annual Work Plan & Budget (AWPB) in consultation with procurement and Project Director.
- Consolidate activity-based budgeting with clear linkages to procurement and disbursement plans.
- Conduct variance analyses of budget versus actual expenditure, recommend corrective actions, and present findings to management.
- Ensure that quarterly and annual forecasts reflect realistic resource needs for smooth implementation.

C. Funds & Treasury Management

- Oversee fund flow mechanisms, including Withdrawal Applications (WAs), Designated Accounts, Revolving Funds.
- Coordinate with the Finance Department, Planning & Development Department, and National Bank of Pakistan (NBP) for timely fund releases.
- Maintain a real-time log of fund flows and ensure proper reconciliation of donor disbursements, GoS releases, and project expenditures.
- Guarantee that all fund movements are properly supported, transparent, and compliant with donor requirements.

D. Expenditure Management & Fiduciary Oversight

- Ensure all expenditures comply with the POM, Government rules, World Bank/AIIB fiduciary controls, and SOPs.
- Supervise processing of payments, ensuring completeness of supporting documentation, proper budget allocation, and timely authorization.
- Establish a transparent invoice and payment tracking system accessible to management and auditors.

E. Accounting & Record Management

- Supervise the maintenance of project accounts under GoS rules, IPSAS (cash basis), and donor guidelines.
- Ensure proper accounting of all receipts, disbursements, payrolls, and assets.
- Guarantee proper filing, digitization, and archiving of financial records, ensuring long-term accessibility and audit readiness.
- Maintain a comprehensive Fixed Assets Register with periodic physical verification.
- Ensure all project accounts are fully integrated with and updated in the FMIS.

F. Financial Reporting

- Lead preparation of Interim Financial Reports (IFRs), quarterly and annual financial statements, and donor submissions in line with agreed timelines.

- Present consolidated financial updates to the Project Director, Steering Committee, and World Bank/AIIB review missions.
- Ensure compliance with GoS reporting requirements (e.g., Schedules of Cheques, Receipts & Payments).
- Oversee statutory tax compliance, including deduction, deposit, and reporting of income tax, GST, and other applicable levies.

G. Audit & Compliance

- Act as focal point for external audit by Auditor General of Pakistan (AGP), internal audit, and World Bank/AIIB fiduciary reviews.
- Ensure timely preparation of audit schedules, responses to audit queries, and presentation of supporting records.
- Maintain an Audit Compliance Register and follow-up system to resolve audit observations.
- Recommend systemic improvements based on audit findings to strengthen governance.

H. FMIS, Digitization & Innovation

- Ensure effective implementation and integration of the Financial Management Information System (FMIS) in the PIU.
- Recommend digitization of payment processing, document filing, and financial reporting to improve efficiency and transparency.
- Continuously identify opportunities for process improvements and adoption of innovative financial practices.

I. Capacity Building & Coordination

- Build and mentor a team of financial staff (FMS, Jr. FMS, accountants, and assistants), ensuring skill transfer and sustainability.
- Conduct trainings for PIU staff on compliance with POM, internal controls, and fiduciary practices.
- Liaise with GoS Finance Department, Planning & Development Department, and donor fiduciary teams.

J. Other Responsibilities

- Provide strategic recommendations for overall improvement of financial governance, transparency, and compliance.
- Undertake any other assignments related to financial management, as directed by the Project Director.

4. Qualifications and Experience

The consultant shall possess a recognized professional accounting qualification, such as CA, ACCA, CPA, or ICMA/ICMAP, which is mandatory. A Master's degree in Accounting, Finance, Commerce, or a related discipline from an HEC-recognized university shall be considered an additional advantage.

A minimum of ten (10) years of progressive experience in financial management, accounting, budgeting, or auditing, preferably within public sector or donor-funded projects, including at least five (5) years in a managerial or leadership capacity. Prior exposure to the financial management practices of the World Bank or other multilateral development partners will be considered a strong advantage.

5. Reporting Line

The Manager Finance will be will report to Project Director, KWSSIP.

6. Contract Duration

The Manager Finance is required to work for the period of three (03) years. The Probation Period will be for 3 months during/up to which contract may be terminated owing to unsatisfactory performance. Contract can be terminated with one month notice period by either party. The position is based in Karachi with travel requirements to the site as & when required.

7. Salary And Benefits

Market competitive salary based on qualification and experience will be offered.

8. Selection Process

An individual will be selected in accordance with process stipulated in Section VII of “Approved Selection Methods: Consulting Services, Clause 7.34, Approved Selection Methods for Individual Consultants under The World Bank Procurement Regulations for IPF Borrowers (Fifth Edition September 2023).

<https://thedocs.worldbank.org/en/doc/6c0602876d68949e80820507d90a14ed-0290012023/original/Procurement-Regulations-September-2023.pdf>.

TERMS OF REFERENCE

MANAGER ADMIN & HR

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1. Introduction

Karachi is Pakistan's largest city, main seaport and international trade hub. It encounters numerous challenges among which water supply and sewerage are the worst affected services, falling far short of the city's expanding needs. To mitigate this gap, develop these services for Karachi and strengthen the Karachi Water and Sewerage Corporation (KWSC) to become a financially viable and technically well performing water utility that ensures clean, safe drinking water and sewerage services to public, the Government of Sindh GoS / KWSC partnered with the World Bank Group through the Karachi Water and Sewerage Services Improvement Project (KWSSIP). The Karachi Water and Sewerage Services Improvement Project (KWSSIP) encompasses a USD 1.6 billion reform-led investment program, to be implemented in four phases over a period of 12 years. Phase 1, with an investment portfolio of USD 100 million, is currently under implementation, and a Project Implementation Unit (PIU) has been established for this purpose. The PC-1 for the Second Phase of KWSSIP amounting to US\$600 Million (PKR167.10 Billion) has been approved by ECNEC. The project has been approved by the World Bank Board on 12th December 2024. The project is being implemented by the Government of Sindh (GoS) and the Karachi Water and Sewerage Corporation (KWSC) through multiple procurement processes, expected to occur within a short timeframe. The project activities aim to achieve key milestones, including addressing environmental aspects associated with the proposed project components.

2. Objectives of the Assignment:

The primary objective of the assignment is to provide leadership and oversight to all HR and administrative functions within the PIU, ensuring smooth operations and effective human resource management. The Manager HR & Administration will be responsible for designing and enforcing transparent HR policies, recruitment, performance management, and staff capacity building in line with the approved POM and donor guidelines. On the administrative side, the position will ensure effective office management, logistics, asset management, and governance controls that support the efficient functioning of the project.

By strengthening HR systems, fostering a professional work environment, and instituting efficient administrative processes, the Manager HR & Administration will play a key role in enhancing organizational effectiveness, compliance, and governance of the project.

3. Scope of Work:

A. Human Resource Management

- Develop, implement, and oversee HR policies and procedures in alignment with the Project operational manual, GoS regulations, and World Bank guidelines.
- Lead the recruitment process for project staff and consultants, ensuring fairness, transparency, and merit-based selection.
- Establish and manage staff contracts, job descriptions, salary structures, and benefits in compliance with donor and government requirements.
- Develop and implement a performance management framework, including annual appraisals, KPIs, and feedback mechanisms.
- Identify training and capacity-building needs of PIU staff and design annual training plans, ensuring utilization of allocated capacity-building budgets.

- Maintain a comprehensive HR database, including personnel files, contracts, leave records, and performance reports.
- Ensure compliance with labor laws, tax regulations, and donor HR requirements

B. Administrative Management

- Oversee the day-to-day administrative operations of the PIU, ensuring smooth functioning of office facilities and services.
- Manage office assets, vehicles, IT equipment, and supplies, maintaining an updated Assets Register and ensuring periodic verification.
- Supervise logistical arrangements for meetings, workshops, donor missions, and field visits.
- Ensure effective security, safety, and health protocols are implemented for PIU staff and facilities.
- Manage procurement of administrative goods and services in coordination with the Procurement Unit, ensuring transparency and adherence to procedures.
- Oversee records management, including proper filing, archiving, and digitization of administrative documents.
- Supervise travel arrangements, accommodation, and logistical support for staff and consultants.

C. Governance Compliance & Reporting

- Ensure that all HR and administrative operations are conducted in compliance with the POM, World Bank fiduciary guidelines, and GoS rules.
- Develop and enforce internal controls for HR and administrative expenditures to ensure accountability and minimize risks.
- Provide regular HR and administrative reports to the Project Director, and donor review missions if required.
- Contribute to project audits by ensuring HR and administrative records are properly maintained, archived, and readily accessible.
- Recommend improvements in HR policies, administrative systems, and governance structures to enhance project performance

D. Leadership & Coordination

- Supervise HR and administrative staff, providing leadership, mentorship, and capacity building to strengthen departmental performance.
- Ensure effective coordination with other PIU departments, particularly Finance, Procurement, and Resettlement Units.
- Act as the focal point for communication on HR and administrative matters with GoS departments, auditors, and World Bank missions.
- Promote a professional, inclusive, and transparent work environment within the PIU

E. Other Responsibilities

- Provide strategic recommendations for overall improvement of HR & Administrative governance, transparency, and compliance.
- Undertake any other assignments related to Admin/HR, as directed by the Project Director.

4. Qualifications and Experience

- A Master's degree in Public Administration, Business Administration, Human Resource Management, or an equivalent discipline from an HEC-recognized university is required. The educational qualification should demonstrate the candidate's ability to effectively lead and manage administrative and HR functions within a complex project environment.
- The candidate must also possess a minimum of ten (10) years of experience in administration, with proven exposure to complex organizational environments, preferably within public sector institutions or donor-funded projects.
- Should reflect the ability to independently manage administrative functions, oversee office operations, and support large-scale project implementation.
- The candidate must demonstrate strong expertise in administrative governance, sound knowledge of human resource management policies and best practices, and a thorough understanding of relevant Government of Sindh rules and regulations, ensuring full compliance with statutory and fiduciary requirements.

5. Reporting Line

The Manager Admin & HR will report to Project Director, KWSSIP.

6. Contract Duration

The Manager Admin & HR is required to work for the period of three (03) years. The Probation Period will be for 3 months during/up to which contract may be terminated owing to unsatisfactory performance. Contract can be terminated with one month notice period by either party. The position is based in Karachi with travel requirements to the site as & when required.

7. Salary And Benefits

Market competitive salary (lump-sum with no other benefits) based on qualification and experience will be offered.

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KARACHI WATER AND SEWERAGE CORPORATION

Terms of Reference

DIRECTOR EQUITY AND REFORM

PURPOSE OF THE ASSIGNMENT

To develop the vision and policy for Karachi Water & Sewerage Corporation (KW&SC) to promote diversity, access, equity, gender mainstreaming and inclusion in the organization through a strategic framework and action plan to achieve the following: -

1. Lead reforms to empower women, persons with disabilities, health workers, transgender persons, and religious, social, and ethnic minorities.
2. Ensure policies and monitoring systems effectively support women, persons with disabilities, minorities (including health workers), and transgender persons.
3. Develop, implement, and monitor initiatives that promote fairness, respect, and belonging, with clear timelines and reporting mechanisms.
4. Advise the senior management and Board on measures to improve the representation and working conditions for women, health workers, minorities, disabled and transgender persons.
5. Establish a strong sexual harassment prevention and response system aligned with provincial laws and World Bank guidelines.
6. Foster an environment where diversity is valued, employees have equal opportunities for professional growth and access to redressal systems.
7. Ensure all private partners comply with KW&SC policies on equity, access, and inclusion.
8. Collaborate with internal teams and external partners, including government, donors, civil society, and private sector, to advance initiatives and support KW&SC's external communications.

BACKGROUND

The Karachi Water & Sewerage Services Improvement Project-2 (KWSSIP-2) is a \$240 million project led by the World Bank¹ for improvements in KW&SC to provide safely managed water and sanitation services in Karachi and increase KW&SC's financial and operational performance. Through institutional reforms, KWSSIP-2 aims to improve service delivery, operational efficiency, and organizational governance in KW&SC. A central component of KWSSIP-2's \$14 million capacity building and reform component is to increase the representation of women, and promote equality, diversity, equity, and inclusion across the utility. Under KWSSIP-2, KW&SC will adopt gender-sensitive recruitment policies, fulfilling targets for hiring women and implement inclusive policies to develop a safe work environment for all KW&SC employees.

Gender commitments under the project and overall diversity, equity and inclusion targets include:

- Recruiting at least 30% women in new technical and managerial roles with 5% women in technical and managerial positions by September 2026.
- Ensuring each grade scale should have 10% women by 2030.
- Promoting existing female staff into leadership pathways.
- Establishing structured internship programs for women graduates from technical universities and recruiting and training women in technical positions.
- Delivering targeted skills development and gender-sensitivity trainings.
- Ensuring full implementation of the Workplace Harassment Law, with worker accessible grievance redressal mechanisms.
- Upgrading KW&SC facilities to make the workplace safer and more inclusive for women, disabled persons, religious minorities including health workers, and transgender persons.

¹ Co-financed by AIB and potential financial and transaction advisory by ADB for TP-IV.

- Making services more responsive to women as clients, through gender consultations, dedicated women’s desks in customer service centers, and community facing grievance mechanisms for Sexual Exploitation and Abuse (SEA)/Sexual Harassment (SH).
- Making KW&SC services indiscriminately available to disabled persons, minorities, senior citizens and transgender persons and creating systems within KW&SC that are responsive and sensitive to the needs of women, disabled persons, religious minorities and transgender persons.
- Training all male employees, particularly in leadership/management positions, to foster an environment of fairness and inclusion for women, minorities, disabled and transgender persons.
- Ensuring physical safety, mental well-being and adequate remuneration for all health and sanitation workers (belonging to religious minorities or otherwise).

To deliver on these commitments, KW&SC has established a Gender Cell that will be led by the **Director Equity & Reform**, responsible for fulfilling these commitments.

KEY RESPONSIBILITIES

a. Institutional Leadership, Strategy & Planning

- Provide institutional leadership to encourage diversity, equity, inclusion, gender reforms, workplace policies, and systemic organizational change.
- Implement the Gender Action Plan (GAP), ensuring alignment with World Bank, KWSSIP, and corporate commitments.
- Communicate KW&SC’s vision, policies, and commitments to internal and external stakeholders and serve as the focal point for coordination with consultants, donors, government agencies, and civil society organizations on gender and inclusion initiatives.
- Advise senior management and the Board on institutional gaps, policies and implementation plans (existing and new) relating to women, minorities, transgender persons, and persons with disabilities.

b. Reform & Capacity Building

- Provide oversight of GAP implementation, recruitment reforms, harassment law compliance, and consultant coordination; strengthen the Gender Cell’s mandate in recruitment, workplace grievances, and women’s career progression.
- Support HR in integrating gender equity into policies, governance structures, and operational manuals and oversee mandatory trainings on SEA/SH, harassment law, and gender sensitivity.
- Promote diversity and equity through an inclusive workplace culture, rules, hiring practices, and promotion pathways, and advise on reforms to enhance inclusion of women, improving conditions for health workers, minorities, persons with disabilities, and transgender staff across KW&SC.
- Ensure full implementation of the Workplace Harassment Law, including functional Inquiry Committees and accessible redressal.
- Oversee upgrades to workplace facilities (toilets, prayer rooms, day-care, lactation spaces, ramps, accessible toilets) to support diverse staff needs.
- Strengthen client-facing services to ensure customer service centers and grievance systems are inclusive and accessible for women, senior citizens, disabled and transgender clients.
- Facilitate coordination with government departments, donors, and civil society.

c. Women’s Skill Development & Entry Pathways

- Lead the internship program for female graduates from universities.
- Initiate training and capacity-building programs to help existing women staff progress into managerial and leadership roles.
- Promote gender inclusive hiring to increase overall women at KW&SC; create avenues for growth.

d. Capacity Building, Training & Career Development

- Identify skills gaps among underrepresented groups, including women and sanitation workers; work with HR to assess training needs, design trainings, and roll out targeted reskilling programs.

e. Health Workers' Safety, Wellbeing and Skill Development

- Collaborate with HR, E&S cell and KW&SC operations to develop an action plan to end manual sanitation work in KW&SC and improve the working conditions of health workers, ensuring the physical well-being, safety, dignity and timely remuneration for workers.
- Identify gaps in skills and collaborate with the HR department to assess training needs, develop a training plan and support regular trainings for skills development of all workers.

f. Disability Support Program

- Lend support for mobility, inclusion and grievance redressal to disabled persons at KW&SC.
- Provide disability access (ramps, wheelchairs, toilets) at all KW&SC offices and field operations.
- Create a comfortable and disability-friendly workplace environment where employees with disabilities are afforded, safety, mobility and access to avenues of professional growth.
- Advise the management on workplace challenges and propose incentives for disabled persons.

g. Promote Diversity and Inclusion of Minorities and Transgender Persons

- Foster an environment with empathy, trust and inclusion for minorities and transgender persons.
- Lead awareness campaigns, focus groups and manager trainings for the inclusion of minorities and transgender employees across KW&SC.

h. Monitoring, Evaluation & Reporting

- Develop a gender-disaggregated staffing dashboard (tracking recruitment, promotions, retention, attrition) and lead gender audits and mid-term reviews to identify barriers and recommend corrective actions and lead the final impact assessment.
- Ensure compliance with the project's gender commitment reporting protocols, contribute to World Bank missions, conduct donor coordination, and gender-disaggregated M&E.
- Monitor progress and conduct quarterly reporting to the CEO KW&SC on deliverables relating to health workers, disabled persons, religious minorities and transgender persons; report to the Board and/or the Institutional Reforms Committee as and when needed.

i. Oversight & Coordination

- Liaison with the GAP consultant firm and lend guidance to the Gender Specialist; coordinate with field offices, departments/ wings of KW&SC and the project to achieve deliverables.
- Consult with KW&SC senior management on initiatives relating to gender, disabled persons, minorities and transgender persons and report to the CEO, KW&SC on deliverables bi-annually.
- Liaison with the Institutional Reforms Committee of KW&SC's Board for vision, policy and strategic direction on related reforms.
- Oversee training, capacity building and cultural change initiatives at KW&SC for health workers, disabled persons, religious minorities and transgender persons.

j. Communication

- Communicate KW&SC's vision and policies on gender, diversity, equity, and organizational culture to internal and external stakeholders, in close coordination with the communications team.

QUALIFICATION & EXPERIENCE

- Master’s degree in Gender Studies, Sociology, Public Administration, Social Policy, Human Resource Management, Public Policy or a related field.
- Minimum 5-7 years of relevant professional experience, including leadership roles in social development exclusively in gender, diversity and inclusion.
- Familiarity with gender-responsive policies and demonstrated experience working with public sector institutions and/or donor-funded programs (World Bank experience preferred).
- Experience designing gender action plans, and implementing institutional reforms.
- Strong coordination, communication, stakeholder engagement, and report writing skills.
- Exceptional candidates with strong academic credentials who have demonstrated a commitment to gender equality are also encouraged to apply.

KEY DELIVERABLES

Deliverable	Timeline
Revised Gender Action Plan (targets, roles, timelines, measurable outputs) SOPs for Workplace Harassment Law (committees, functions, reporting)	Within first month
Skills Development Programs for health workers Inclusive Hiring & Training Plan for persons with disabilities and transgender persons	Within two months
Comprehensive Training Roll-out Plan (SEA/SH, harassment law, gender sensitivity) with modules & tracking Female Internship Program Framework (MoUs, mentorship, transition pathways)	Within 3 months
Gender-disaggregated Staffing Dashboard (recruitment, promotions, retention across all roles)	Within first 6 months
Annual Equity & Reform Audit Reports (workforce composition, redressal mechanisms, inclusion indicators)	Annually
Equity & Inclusion Policy Alignment Briefs	Bi-annually
Final Gender Impact Assessment (commitments vs outcomes)	End of Year 6

Contract Terms

- Initial 3 years.
- Extendable for up to 3 more years based on performance evaluation.

Budget

Market-based remuneration. The Director Equity & Reform’s position will be financed by KWSSIP-2.

Reporting/ Coordination Mechanism

The Director, Equity & Reform will **report directly to the CEO** of KW&SC and closely collaborate with DMD HRD&A/ CHRO, and coordinate with:

- **Senior Gender Specialist (KWSSIP):** Joint planning, alignment, and periodic reviews
- **PIU Component Leads & M&E Unit:** Monitoring, evaluation, and reporting support
- **Project Director / Deputy PD:** Strategic oversight and guidance
- **KW&SC Senior Management & Reform Teams:** Operational coordination and implementation
- **World Bank Gender Focal Point & Donor Partners:** Compliance, technical guidance, and reporting
- **GAP Consultant Firm & GRM Team:** Technical support, implementation oversight, and grievance management
- **DMD (HRD&A) / CHRO, Communications Team, CITO:** Alignment of HR policies, communications, and IT-based interventions
- **KW&SC Board & Institutional Reforms Committee:** Strategic direction, policy approval, and accountability

Terms of Reference (ToR)

Position Title: Deputy Project Director, Operations

Project: Karachi Water and Sanitation Services Improvement Project (KWSSIP)

Location: Karachi, Pakistan

Reporting to: Project Director, KWSSIP

1. Introduction

The Karachi Water and Sanitation Services Improvement Project (KWSSIP), supported by the World Bank, AIIB, and the Government of Sindh, aims to improve water supply and sanitation services in Karachi and strengthen the operational and financial performance of the Karachi Water and Sewerage Corporation (KW&SC). The Deputy Project Director, Operations will serve as the operational lead within the Project Implementation Unit (PIU) with responsibility for strategic execution, operational oversight, and performance management across all components of KWSSIP.

2. Scope of Work

A. Strategic Operational Leadership

- Provide strategic direction for the operational execution of KWSSIP 1 and 2, ensuring that all activities contribute effectively to the achievement of the Project Development Objectives (PDOs).
- Monitor and update the progress of the master schedule for KWSSIP operational components, ensuring alignment with the established Work Breakdown Structure (WBS) and inputs from designated project managers.
- Conduct critical path analysis to identify key activities that directly impact the timely achievement of PDOs and other commitments under the project, and ensure that these activities are prioritized and monitored closely.
- Ensure that all operational activities are progressing according to the master schedule and flag any deviations or delays for corrective action.
- Support strategic execution by coordinating across teams and maintaining visibility on timelines, dependencies, and resource allocations.

B. Performance and Process Management

- Monitor key performance indicators (KPIs) for operational activities as listed in the Project Operations Manual (POM)
- Implement systems for continuous improvement, quality assurance, and service efficiency.
- Oversee the development and implementation of standard operating procedures (SOPs) and the updating of the POM.

C. Financial and Resource Oversight

- Support budgeting and resource allocation for operational components.
- Ensure cost-effective delivery of services and adherence to financial controls.
- Coordinate with finance and procurement teams to align operational spending with project goals.

D. Risk and Compliance Management

- Maintain and regularly update the Risk Register for all operational activities.
- Identify operational risks and lead mitigation planning in coordination with technical and financial teams.
- Ensure compliance with donor requirements, environmental and social safeguards, and local regulations.

E. Stakeholder Coordination and Communication

- Serve as the primary liaison for operational matters with KW&SC, consultants, contractors, and government counterparts.
- Represent the PIU in technical working groups, donor missions, and high-level coordination meetings.
- Prepare and present operational updates, reports, and recommendations to the Project Director and Steering Committee.
- Utilize project management software such as Primavera and Jira to track progress, manage workflows, and generate reports.

F. Team Leadership and Capacity Building

- Supervise operational staff and consultants, fostering a high-performance culture.
- Identify capacity gaps and lead training and development initiatives.
- Promote collaboration across departments and with external partners.

3. Qualifications and Experience

A. Required Qualifications

- Master's degree in Civil Engineering, Water Resources Management, Environmental Engineering, Public Administration, or a related field.
- Minimum of 10 years of experience in managing large-scale infrastructure projects, with at least 5 years in a senior leadership role.

B. Preferred Certifications

- PMP (Project Management Professional), Lean Six Sigma, or equivalent.
- Training in FIDIC contract management or utility operations.

C. Technical Skills

- Proficiency in project management software, such as Primavera or Microsoft Project.
- Familiarity with task and issue tracking software, such as Jira or Asana, preferred, for planning, scheduling, tracking, and reporting.
- Familiarity with digital tools for performance monitoring and workflow automation.

Skills and Competencies

- Strategic thinking and operational planning.
- Strong leadership and team management capabilities.
- Excellent communication, negotiation, and stakeholder engagement skills.
- Proven experience in risk management and maintaining project risk registers.
- Familiarity with donor-funded project environments, especially World Bank and AIIB.

Contract Duration:

The Deputy Project Director is required to work for the KWSSIP-2 for the period of Three (03) years. The Probation Period will be for 3 months; Contract can be terminated with one month notice period by either party. The position is based in Karachi with travel requirements to the site as & when required.

Salary and Benefit:

Market competitive salary (lump-sum with no other benefits) based on qualification and experience will be offered.

Selection Process:

An individual will be selected in accordance with process stipulated in Section VII of “Approved Selection Methods: Consulting Services, Clause 7.34, Approved Selection Methods for Individual Consultants under The World Bank Procurement Regulations for IPF Borrowers (Fifth Edition September 2023).

<https://thedocs.worldbank.org/en/doc/6c0602876d68949e80820507d90a14ed-0290012023/original/Procurement-Regulations-September-2023.pdf>.

Manager Procurement/Contracts (KWSSIP Shared Services Unit)

1. Introduction

The Karachi Water and Sanitation Services Improvement Project (KWSSIP), supported by the World Bank, AIIB, and the Government of Sindh, aims to improve water supply and sanitation services in Karachi and strengthen the operational and financial performance of the Karachi Water and Sewerage Corporation (KW&SC). The Manager Procurement/Contract will serve as the operational lead for Procurement Section within the Project Implementation Unit (PIU) with responsibility for strategic execution, operational oversight, and performance management across procurement section of KWSSIP.

2. Objectives of the Assignment:

The primary objective of the assignment is to provide overall leadership and strategic direction to the Procurement/Contracts function of the PIU, KWSSIP. The Manager Procurement and Contracts will be responsible for managing the whole lifecycle of procurement for KWSSIP, conducting and administering the procurements. The Manager will lead the procurement and contract management team of the PIU and reports to the PD.

3. Position Overview and Reporting

Category	Details
Position Title	Manager Procurement/Contracts (Shared Services Unit Lead)
Primary Objective	To provide overall leadership and strategic direction to the Procurement/Contracts function of the PIU, managing the entire lifecycle of procurement for KWSSIP.
Reporting Line	Directly to the Project Director (PD), KWSSIP.
Duration	The contract is anticipated for a period of three (03) years, with a probation period of three months. Extension beyond three years period will be taken up upon performance.
Location	Karachi, with travel requirements to the site as and when required.

4. Required Qualifications and Experience

The recruitment process for this position will be merit-based, transparent, and competitive, ensuring that all key staff possess qualifications and experience satisfactory to the World Bank.

Education and General Experience

- Bachelors (16 years of education) degree from an HEC recognized or international university in Engineering, Law, Business Administration or any other relevant degree along with Masters in

Engineering or Business Administration or international certification/diploma in public procurement/supply chain .General Experience: A minimum of 10 years of experience in procurement and contract management is required. Preference will be given to candidates with experience on major civil and mechanical works projects. Prior exposure to the Contract/procurement management practices of the World Bank or other multilateral development partners will be considered a strong advantage

Specific Expertise and Competencies

- Contract Expertise: Extensive experience in procurement and contract management, specifically involving FIDIC contracts for work and consulting services.
- Procurement Experience: Demonstrated hands-on experience in conducting comparable procurements, preferably those financed by International Financial Institutions (IFIs) such as the World Bank.
- Dispute Resolution: Proven credentials in contract administration, contractor claim evaluation, and dispute resolution.
Impartiality: Must be impartial and competent to serve on the Procurement Evaluation Committee.

The Manager will be responsible for administering all procurements and ensuring compliance with the World Bank procurement guidelines.

A. Procurement Management and Fiduciary Compliance

- Develop, implement, and oversee procurement policies, procedures, and guidelines, ensuring compliance with World Bank Procurement Regulations for IPF Borrowers.
- Lead the procurement planning process, including preparation of the Annual Procurement Plan (APP) and maintenance of the Procurement Plan in the Systematic Tracking of Exchanges in Procurement (STEP) system.
- Manage end-to-end procurement activities for all contracts, including works, goods, non-consulting, and consulting services.
- Compile complete bid packages and procurement documents, and coordinate with technical staff and Design & Supervision Consultants (DSCs) to ensure documents meet World Bank standard bidding requirements.
- Collaborate with the Environmental & Social (E&S) and Gender team to integrate Environmental, Social, Health, and Safety (ESHS) specifications, Labor Management Procedures (LMP), and Codes of Conduct into procurement and bidding documents.
- Oversee the process of Procurement by the designated procurement committee and the bid/proposal opening and evaluation, serve as an adviser to the Project Director for the entire Procurement cycle on technical, legal, and contractual matters.
- Seek World Bank No Objection (NO) and manage the award process within STEP.
- Maintain and update the procurement tracking system, ensuring accurate reporting to the Project Director and donor agencies, and adherence to procurement thresholds, methods, and review requirements.

B. Contract Administration and Management Support

- Draft, review, and finalize contracts in accordance with World Bank and government requirements, ensuring clear deliverables, timelines, and payment terms.
- Oversee contract administration, monitor contractor performance, ensure timely delivery of outputs, and maintain a comprehensive contracts database including key dates, deliverables, and financial commitments.

- Prepare the contract dashboard (Tracker) and ensure entry of all post-award data into the Procurement & Contract Management MIS/Tracker.
- Manage the receipt and filing of Bank Guarantees (Advance payment and Performance Securities), updating this information in STEP.
- Take timely contractual actions related to cost, time, and quality controls, and assist with all contract management activities, including:
 - Providing early warnings of key contractual actions and managing schedules.
 - Reviewing and processing contract-related changes, including drafting Variation Orders.
 - Evaluating and resolving contractor claims and disputes, including referral to adjudication and arbitration.
- Handling mobilization advance and recoveries, price adjustments, insurance requirements, Extension of Time (EOT) cases, delay damages in delayed contracts and issuance of completion/Defects Liabilities certificates, closing of contracts and managing contractual disputes.

C. Governance, Coordination, and Capacity Building

- Ensure procurement practices comply with World Bank Procurement Regulations and contract management in accordance with provisions of the Contract.
- Establish and enforce internal controls to ensure transparency, accountability, and minimize fiduciary risks.
- Prepare and submit regular procurement and contract management reports to the Project Director, World Bank review missions, and government oversight bodies, and support audits by providing complete documentation.
- Ensure cross-functional coordination with technical and E&S teams for timely technical inputs and serve as the contact point for contract administration matters between KWSSIP and contracted parties.
- Recommend improvements to procurement systems, tools, and governance structures to enhance efficiency and compliance.
- Lead the procurement team and implement mandatory training for relevant fiduciary staff on World Bank procurement regulations and contract management practices.

D. Other responsibilities

- Provide strategic inputs on market trends, vendor management, and procurement innovations to improve project delivery and cost-effectiveness.
- Undertake any other assignments related to procurement and contract management, as directed by the Project Director.

5. Salary and Benefits

Market competitive salary based on qualification and experience will be offered.

5. Selection Process

Selection for this position will be conducted in accordance with Section VII of the “Approved Selection Methods: Consulting Services, Clause 7.34, Approved Selection Methods for Individual Consultants under The World Bank Procurement Regulations for IPF Borrowers (Fifth Edition September 2023).”

TERMS OF REFERENCE (ToR)

Gender Specialist

Karachi Water & Sewerage Services Improvement Project (KWSSIP)

1. Introduction

The Karachi Water and Sanitation Services Improvement Project (KWSSIP), supported by the World Bank, AIIB, and the Government of Sindh, aims to improve water supply and sanitation services in Karachi and strengthen the operational and financial performance of the Karachi Water and Sewerage Corporation (KW&SC).

2. Objectives of the Assignment

To ensure that gender requirements under the World Bank ESF and the KWSSIP-2 ESCP are fully integrated, implemented, monitored, and reported throughout project activities; and to provide expert support on gender and related social development issues across the project lifecycle.

3. Key Responsibilities

A. Gender Integration in Project Planning & Implementation

1. **Review project documents** (PAD, ESCP, ESIA/ESMPs, SMF/EMF, RAPs, design studies, HR reform plans, OHS plans, Terms of Reference) to identify gender gaps, risks, opportunities, and compliance requirements.
2. Ensure **gender-responsive screening** of all subprojects in line with the SMF and ESF.
3. Support the integration of **gender considerations into bidding documents (including for consultancies) and for technical designs**, including:
 - Women-friendly service provision, access, and safety considerations.
 - Gender-responsive consultations and communication materials.
 - Gender implications of water supply interruptions, wastewater management, construction impacts, etc.
4. Develop and deliver trainings to contractors, supervision consultants, and KWSC units on meeting gender commitments, including:
 - Female employment targets and inclusive recruitment pathways.
 - Women's participation in trainings and capacity-building.
 - Workplace gender equality measures, including safe facilities and grievance processes.
 - SEA/SH compliance with local regulations and World Bank ESF

B. SEA/SH Risk Prevention, Management & Compliance

1. Lead implementation of SEA/SH-related project commitments, including:
 - Mandatory SEA/SH training for all PIU, KWSC, contractor, and consultant staff.
 - Codes of conduct with SEA/SH provisions.
 - Contractor ESMP requirements that address SEA/SH.
 - Integration of SEA/SH in bid documents and supervision processes.
2. Monitor and ensure compliance with **SEA/SH Action Plan** commitments and report on indicators.
3. Review SEA/SH-related grievances and provide guidance while maintaining confidentiality and survivor safety.

C. Gender-Responsive Stakeholder Engagement

1. Ensure women's meaningful participation in all engagements and consultations, in line with ESS10.
2. Support the PIU in ensuring that the **Stakeholder Engagement Plan (SEP)** includes women, female-headed households, and vulnerable groups.
3. Advise on gender-appropriate communication channels for project information dissemination.
4. Ensure accessibility and responsiveness of the **Grievance Redress Mechanism (GRM)** for women and SEA/SH complaints.

D. Support on Broader Social Development Tasks (as needed)

1. Participate in the review of **Resettlement Plans**, ensuring gender-sensitive livelihood restoration and differentiated impacts analysis.
2. Provide technical input on **labor management**, especially with respect to gender equality in contractor labor forces.
3. Contribute to assessments, audits, mission notes, and corrective action plans as required.
4. Support PIU's coordination with KWSC on matter related to gender and social inclusion, including with the Director of Equity and Inclusion, E&S/ESG unit, and Customer service centers

F. Monitoring, Evaluation & Reporting

1. Develop gender-related indicators and monitoring tools, consistent with the ESCP and results framework.
2. Conduct monitoring visits to subproject sites to assess gender-sensitive implementation and compliance.
3. Prepare gender sections of:
 - Quarterly E&S Progress Reports
 - Annual ESF performance reviews
 - Reports to KWSC leadership and financiers
4. Maintain a database of gender-related baseline and monitoring data.

4. Deliverables

1. **Inception Report** with gender action work plan (within 30 days).
2. **Gender Integration Plan** aligned with the ESCP and ESF instruments.
3. **SEA/SH compliance checklist & training plan** for PIU, KWSC, and contractors.
4. **Quarterly reports** summarizing gender outcomes, monitoring findings, SEA/SH compliance, and recommendations.
5. **Training sessions** delivered at least quarterly.
6. **Inputs to semi-annual World Bank implementation missions** and other technical meetings.

5. Reporting Arrangements

- The Gender Specialist reports to the **Senior Social Development Specialist/Environmental & Social Lead** of the PIU.
- Works closely with:
 - PIU E&S team (environmental, social, OHS, SEA/SH focal points)

- KWSC ES&G Cell
- Contractors and supervision consultants
- World Bank task team

6. Qualifications & Experience

Required

- Advanced degree in gender studies, social development, sociology, anthropology, public policy, or related field.
- Minimum **7–10 years** of relevant professional experience in gender, social development, GBV/SEA-SH prevention, and community engagement.
- Demonstrated knowledge of the **World Bank ESF** and gender-related policies, including SEA/SH Good Practice Notes.
- Experience working on large infrastructure projects or urban water/sanitation projects.
- Proven experience with gender-responsive stakeholder engagement and GRM processes.
- Strong analytical, reporting, facilitation, and interpersonal skills.

Preferred

- Experience with Pakistan/Sindh context and familiarity with KWSC institutional structures.
- Knowledge of labor management, resettlement, and social risk management is an asset.

7. Duration & Level of Effort

- Full-time position, **based within the PIU**, for the duration of the project.
- May require regular travel to subproject sites in and around Karachi.

8. Ethical Considerations

The specialist must adhere to:

- World Bank **Code of Conduct** principles
- Confidentiality in handling SEA/SH cases
- Survivor-centered approaches
- Non-discrimination and sensitivity in community interactions

4. Contract Duration

- The assignment will be for a period of three (03) years, including a three-month probation period during which the contract may be terminated for unsatisfactory performance. Either party may terminate the contract with one month's notice. The position is based in Karachi, with travel to project sites as required.

5. Salary and Benefits

- A market-competitive, lump-sum salary will be offered, commensurate with qualifications and experience. No additional benefits are included.

6. Selection Process

- The Specialist will be selected in accordance with Section VII, Clause 7.34 of the Approved Selection Methods for Individual Consultants under the World Bank Procurement Regulations for IPF Borrowers (Fifth Edition, September 2023).

Terms of Reference (ToR)

Position Title: Project Management Specialist / Planning Engineer

Project: Karachi Water and Sanitation Services Improvement Project (KWSSIP)

Location: Karachi, Pakistan

Reporting to: Deputy Project Director, Operations

1. Introduction

KWSSIP-2 is a large, complex, and high-risk program requiring robust delivery controls. A Primavera P6 **Integrated Master Schedule (IMS)** has been established and must be transformed from a static baseline into a **living management tool** that integrates procurement, contracts, environmental and social (E&S) prerequisites, and financial baseline governance into a unified monthly monitoring cycle.

The PIU requires a dedicated Planning Engineer / IMS Specialist to maintain the integrity of the Primavera P6 master file, run a disciplined monthly update process, produce critical path and schedule health insights, and ensure traceable baseline and change control practices.

2. Objective of the assignment

The objective of this assignment is to operate and maintain the Primavera P6 Integrated Master Schedule (IMS) for KWSSIP-2 as the PIU's primary schedule governance and program controls instrument, ensuring that schedule logic, baselines, and progress measurement are consistently updated and defensible for management oversight and financier supervision.

3. Scope of Work

A. Integrated Master Schedule (IMS) Governance and Schedule Architecture

- Maintain the Integrated Master Schedule as the authoritative program-level schedule for KWSSIP.
- Maintain and refine the Work Breakdown Structure (WBS) and standard activity categorizations (e.g., design, procurement, construction, communications, Environmental and social) to enable aggregation, filtering, and cross-component analysis.
- Ensure schedule structure supports clear accountability and segregation of duties across the PIU, KWSC, consultants, and contractors.
- Integrate environmental and social safeguard requirements as well as communications milestones into IMS logic as mandatory predecessor milestones to procurement, contract award, and site mobilization actions.
- Maintain the approved baseline schedule as a fixed reference benchmark.

B. Baseline Management and Change Control, including Monthly Schedule Update Cycle

- Maintain auditable records of assumptions, constraints, and approvals within Primavera P6 documentation tools.
- Establish and manage a disciplined monthly IMS update process, integrating verified inputs from contractors, supervision consultants, contract managers, procurement

teams, and institutional reform units and documenting the rationale/approval process for changes

- Enforce Primavera P6 update protocols, including:
 - Advancement of the Data Date (Status Date);
 - Entry of actual start and finish dates;
 - Updating remaining durations and progress;
 - Recalculation of schedule logic to generate updated completion forecasts.
- Identify and flag data quality issues such as out-of-sequence activities, unrealistic progress reporting, or logic inconsistencies.

C. Progress Measurement and Rules of Credit

- Configure and maintain appropriate progress measurement methods (“Rules of Credit”) in Primavera P6, including WBS milestones, 0/100, 50/50, activity percent complete, and physical percent complete techniques.
- Apply physical percent complete and weighted Activity Steps where necessary to ensure credible progress reporting for civil works and complex activities.

D. Critical Path, Dependencies, and Schedule Health

- Conduct regular critical path and near-critical path analyses to identify schedule risks and bottlenecks.
- Model and monitor key external and internal interdependencies using IMS milestones, including those beyond the direct control of the PIU.
- Monitor float consumption and overall schedule health, highlighting emerging risks to PIU leadership with recommended mitigation actions.

G. Linkages to Finance and results Monitoring and Evaluation (M&E)

- Support the integration of the IMS with financial planning and budgeting tools used within Primavera P6 (e.g., time-phased planning and spending plan views), in coordination with the Manager Finance
- Support the real-time integration of the IMS with results tracking and forecasting tools either within Primavera P6 or in a separate Management Information System in coordination with the M&E specialist
- Produce schedule outputs that assist PIU leadership and finance staff in assessing planned versus actual implementation progress.

Deliverables

- IMS Operating Protocols: Monthly update calendar, Data Date procedures, and schedule input templates.
- Monthly IMS Update Package: Updated Primavera P6 file, critical path and variance analysis, and schedule health notes, and expenditure forecasts
- Look-Ahead Reports: Short-term (e.g., 90-day) look-ahead schedules and milestone forecasts.

- Dependency and Risk Notes: Periodic documentation of key schedule dependencies and emerging risks.
- Baseline and Change Control Records: Documentation supporting approved changes to the schedule.
- Inputs to the KWSSIP Annual Work Plan and Budget and the variance analysis for the previous year's Annual Work Plan and Budget.

4. Qualifications and Experience

Required Qualifications

- Bachelor's or Master's degree in Project Management, Engineering, Information Systems, or a related field.
- Minimum of 7 years of experience in project management, preferably in infrastructure or donor-funded projects.

Technical Skills

- Proficiency in **Primavera**, **MS Project**, and **Master Schedule** or similar project management platforms.
- Strong analytical and reporting skills.

Competencies

- Attention to detail and ability to manage complex datasets.
- Strong communication and coordination skills.
- Ability to work under pressure and meet tight deadlines.
- Familiarity with donor-funded project environments, especially World Bank and AIIB.

5. Reporting Line

- The Planning Engineer / IMS Specialist will report to the Deputy Project Director, Operations.

6. Contract Duration:

The Specialist is required to work for the KWSSIP-2 for the period of Three (03) years. The Probation Period will be for 3 months; Contract can be terminated with one month notice period by either party. The position is based in Karachi with travel requirements to the site as & when required.

7. Salary and Benefit:

Market competitive salary (lump-sum with no other benefits) based on qualification and experience will be offered.

8. Selection Process:

An individual will be selected in accordance with process stipulated in Section VII of "Approved Selection Methods: Consulting Services, Clause 7.34, Approved Selection Methods for Individual Consultants under The World Bank Procurement Regulations for IPF Borrowers (Fifth Edition September 2023).