

BESIX BALLAST NEDAM (BBN) LIMITED JOB ADVERTISEMENT – COMMUNITY LIAISON OFFICER

BESIX Ballast Nedam (BBN) Limited, the CONTRACTOR for the Engineering, procurement and Construction of the Jetty and Load Out Facilities in the Tanga Bay for the East African Crude Oil Pipeline (EACOP) Project, invites application for **Community Liaison Officer (CLO) vacancy**.

Project	EACOP – Jetty & Loading Out Facility (Jetty & LOF) Construction
Employer	Besix Ballast Nedam Limited (BBN)
Work Location	Chongoleani Peninsula – Tanga
Position Title	Community Liaison Officer (CLO)
Reports To:	BBN Social Leader
Employment Duration	October 2022 to October 2023 (1 year)
Job Type	Full Time
Work Rotation	To be confirmed
Number of Candidates	To be confirmed
Working Days/ Hours	6 days per week (to be complied with relevant regulations)

Purpose and scope of assignment.

The Community Liaison Officer is responsible for implementation of key aspects of the BBN Stakeholder Engagement Plan and is the primary interface with communities most closely located to BBN activities. The CLO reports to the BBN Social Lead. The CLO maintains an ongoing interface with the BBN Site Construction Manager on all community related issues arising from the BBN work activities.

The CLO represents and supports BBN engagements with communities and local government authorities; communicate BBN's upcoming construction activities and awareness of how and when these activities will occur and how they will be managed. The CLO is responsible for recording and reporting Project-related grievances raised by community members.

The CLO position is a full-time site-based position and will be accommodated in Tanga Town.

Job responsibilities

- Develop understanding of District, Ward, Village and Hamlet level stakeholders and how they may be affected by BBN activities.
- Develop understanding of BBN construction activities, BBN work locations (direct and indirect) and the types of community engagement required and keep communities informed of BBN upcoming activities.
- Implement BBN's Stakeholder Engagement work plan
- Interface with BBN Site representative and EACOP CLO on construction activities
- Develop and share BBN Project information with EACOP CLO and Communities.
- Keep BBN updated on community issues, feedback and highlight potential community related risks to BBN for action.
- Record and report community questions and Project-related concerns and participate in preparing and providing timely responses.
- Implement EACOP Project Grievance Mechanism and coordinate with the EACOP to resolve grievance related to BBN activities.
- Maintain detailed records of all stakeholder engagement supporting information, including minutes of meetings, attendance registers, photos, and written records; and maintain a database of all hard/soft copies for sharing with EACOP.
- Maintain a register of, and record all stakeholder concerns, issues and any other stakeholder feedback relating to BBN construction activities for action with BBN Social Lead.
- Produce daily, weekly, and monthly construction stakeholder engagement inputs and reports as required.
- Support BBN construction activities and engagement activities as needed by BBN Social Lead and BBN Construction Manager.

Job Qualification, Experience and Skills

Applicants should demonstrate the following:

- Tanzanian citizen with a Bachelor's degree in social science, sociology, environmental science, Public Relations, communications or other relevant discipline.
- Excellent knowledge of both written and spoken English & Swahili is required
- At least 5 years of professional experience conducting stakeholder engagement in rural communities.
- At least 3 years of construction related experience preferred.
- Clean record with no history of imprisonment or engagement in criminal / gang related activities
- Experience in conducting engagement activities with authorities including associated protocols.
- High level of interpersonal skills with a proven ability to develop and maintain good relations, in a wide range, with stakeholders including a high level of discretion, Diplomacy and ability to Manage conflict and gain consensus, required
- High degree of organization and ability to organize team task and objectives is essential
- Proven ability to work independently, advance required tasks and meeting deadline is essential
- Excellent report writing and analytical skills required, proven attention to essential detail
- Proven computer skills, including MS Access, MS Excel, MS Word, MS PowerPoint, MS teams and experience in using data management software preferred

Apply to:

All applications should be sent by email to procurement@bbnjv.com (Max. Email & attachment size: 20 MBs) on or before **1st September 2022, 6PM Tanzanian Time**.

PLEASE NOTE, if you are not contacted within 2 weeks after this publication, consider your application unsuccessful.