

ActionAid Bangladesh is looking for suitable candidate for the following position:

Technical Officer - WASH

Project	: Provision of Water, Sanitation, and Hygiene (WASH) Services in Rohingya Refugee Camp in Cox's Bazar, Rohingya Response Programme (RRP)
Location of posting	: Based in Ukhiya
Number of positions	: 01
Type of contract	: Fixed-term contract up to 30th November 2026 (renewable depending on funding availability and performance).
Salary and benefits	: Monthly Gross Salary with other admissible benefits such as mobile & internet allowance, group life insurance etc.

Job Context

ActionAid Bangladesh (AAB) is responding to the Rohingya crisis since 2017 and running its programme on Protection, Site Management, Site Development, Self-Reliance & Livelihood, WASH etc. AAB is going to start a new project on WASH with the funding support from IOM, the UN Migration Agency.

AAB is looking for an enthusiastic **Technical Officer – WASH** for its WASH project. The position is responsible for assisting Project Manager – WASH (Civil Engr.) in overall planning, implementing and monitoring of the WASH activities at Camp 11. It requires clear understanding on engineering design, studying maps, drawing and blueprints, calculating costs for labor, materials, liaison with govt. and non-govt. related stakeholders, environment & climate friendly construction, reporting and documentation (MIS) skills. The position also requires knowledge about gender responsive and sensitive approach, human rights-based approach as well as to be respectful to local context, values, norms of community. S/he must have networking and liaison capacity to strengthen connection with DPHE, CiC officials and other NGOs.

Key responsibilities include (not limited to)

1. Project Implementation (60%)

- Assist Project Manager (WASH) to oversee and manage the Water, Sanitation, Hygiene and Environment related project activities as per organization / WASH sector guidelines.
- Conduct regular field monitoring for full technical supervision and provide technical input, where necessary.
- Prepare drawing, design, BoQ and responsible for construction or rehabilitation of different types of WASH facilities.
- Coordinate community mobilization and sensitization of community on WASH activities under the project.
- Support regular O&M and repair activities for all WASH facilities, such as water supply, fecal sludge management/desludging, waste collection & management activities, water quality field-tests, waste treatment plant (MRF) etc.

- Support managing daily community volunteers (Tubewells mechanics, Repair-maintenance volunteers, desludging and SWM workers) and labor in the camp.
- Ensuring functionality of all WASH facilities at the camp level.
- Supervise Associate Technical Officers / facilitators etc.

2. Coordination and Communication (20%)

- Liaise with SMSD, NRM / DRR, government authorities (CiC Officials) and other stakeholders at camp to ensure effective coordination and collaboration.
- Regular coordination with CMO (Care & Maintenance Officer) of camp, update them about project activity and arrange visit of project activities.
- Maintain regular coordination with IOM Camp WASH Focal to ensure proper coordination and information sharing.

3. Reporting and Documentation (20%)

- Collect, analyse and report WASH data and contribute to internal and donor reporting requirements.
- Documentation of project's learning, good practices, success, and failure stories with initiative to publish and disseminate those through proper channel and medium.
- Timely reporting any gaps and/or duplication in service delivery and advocating through the appropriate mechanism for achieving agreed minimum standards and service delivery quality.
- Prepare monthly and quarterly narrative progress reports and organize monthly & quarterly progress reviews.
- Proper analysis of camp profile database, monthly sector reporting (4W, WQT) & CiC report, functionality assessment of WASH facilities and ensure proper reporting as per agreed plan.

Relationships

Technical Officer – WASH will report to Project Manager.

Required Educational Qualification and Experience

- Minimum Bachelor's or Diploma degree in WASH related studies (civil engineering, environment, public health, URP etc.) or equivalent other relevant disciplines.
- At least 5 years working experience, including 3 years in Rohingya crisis in NGO sector.
- Experience in development sector / humanitarian response program is preferable.
- Demonstrated ability to work well under pressure to meet deadlines.
- Team-work oriented, capacity to work independently; personal commitment, efficiency, flexibility, experience in working effectively and harmoniously with colleagues from varied cultures and professional backgrounds at all levels.

Technical Skill:

- Strong communication skills in both verbal and written in English and Bangla.
- Computer skills on AutoCAD, MS word, Excel, PowerPoint etc.
- Design skills, Site/infrastructure development, Database design, Planning, Drafting, Problem solving skill etc.
- Adaptable and able to work under pressure.
- Skills in report writing, documentation and presentation.

- Gender sensitive and familiar with humanitarian principles, Human Rights Based approach
- Good knowledge of using internet and software packages (i.e. MS Office, Kobo Toolbox etc.).
- Proficiency on local language (Rohingya) can be an added value.

Application instructions

Only those who meet the above requirements are requested to apply following these instructions:

- The last date of application is **05 September 2026**. Due to emergency, recruitment will be on rolling. The interested candidates are requested to apply early before deadline
- Please [click here](#) to submit your application.

ActionAid Bangladesh aims to attract and select a diverse workforce ensuring equal opportunity to everyone, irrespective of race, age, gender, sexual orientation, HIV status, class, ethnicity, disability, location and religion. Any personal persuasion/phone-call will result in disqualification of candidature.

ActionAid Bangladesh has a non-negotiable policy of ZERO TOLERANCE towards child abuse, exploitation and child labor and expects all employees to abide by the Child Protection Policy of ActionAid Bangladesh.

N.B: There is no cost involved with applying for positions with ActionAid Bangladesh. Any solicitation of job application costs should be regarded as fraudulent