



Mekong River Commission

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JOB DESCRIPTION

Job Title	Chief Hydrologist
Division	Technical Support Division
Level	M13
Report to	Director
Job Code	RP032.T/C
Date of verification	March 2016
Duty Station	Office of the Secretariat in Vientiane, Lao PDR

The Mekong River Commission

The Mekong River Commission (MRC) was established by the 1995 Agreement on Co-operation for the Sustainable Development of the Mekong River Basin, between the governments of Cambodia, Lao PDR, Thailand and Viet Nam. The role of the MRC is to coordinate and promote cooperation in all fields of sustainable development, utilization, management and conservation of the water and related resources of the Mekong River Basin.

The MRC Secretariat is the operational arm of the MRC. It provides technical and administrative services to the Joint Committee and the Council to achieve the MRC's mission.

VISION for the Mekong River Basin:

An economically prosperous, socially just and environmentally sound Mekong River Basin

VISION for the Mekong River Commission:

A world class, financially secure, International River Basin Organisation serving the Mekong countries to achieve the basin Vision

MISSION of the Mekong River Commission

To promote and coordinate sustainable management and development of water and related resources for the countries' mutual benefit and the people's well-being

MRCS values

- Integrity
- Transparency
- Mutual respect
- Professionalism
- Accountability
- Results orientation

1. Job Summary / Job Statement

The jobholder is the Lead Technical staff of the Division and supports the Director in overseeing the work of the Division and guiding other specialists. Specifically, the Chief Hydrologist supervises all activities and tasks assigned related to hydrology and hydrological monitoring, and the associated work of modelling and flood forecasting activities. The position holder oversees the management, production, and distribution of MRC hydro-meteorological information. The position supports the Director in leading the implementation of core river basin management functions related to data and monitoring (CRBMF 1), modelling and analysis (CRBMF 2) and forecasting, warning and emergency response (CRBMF 4).

2. Main tasks and responsibilities

Under direction of the Division Director, the incumbent performs the following duties:

- Lead, supervise and conduct scientific hydrological studies (including sediment and groundwater studies) and contribute to basin-wide assessments in collaboration with relevant staff, divisions, riparian counterpart and line agencies, regional and international organisations and institutions;
- Conduct hydrological analysis and assessment, including for PNPCHA;
- Ensure that allocated resources are effectively and efficiently used for the production of MRC hydrometeorological information;
- Develop and implements the hydro-meteorological and related projects for the improvement of the MRC hydro-meteorological database;
- Assure an adequate provision of services and information to MRC Divisions, riparian agencies and other partners;
- Prepare the Annual Hydrological Report including information on flood and drought;
- Prepare and supervise the processing and publication of the hydrological year book;
- Develop and update the relevant monitoring webpages and tools for the MRC Procedures, including the PMFM and PWUM;
- Provides technical advice in relation to hydrological data collection (including sediment and groundwater studies), management and development of database systems and tool to support river monitoring and flood forecasting;
- Provide quality assurance and quality control of all received data and conduct network analysis;
- Review and approve the data coverage and gap-filling, correlation analysis, synthesization and suggestions on short-term and long-term adjustments of monitoring river data;
- Hindcast studies of historical floods and droughts at the scale of the entire Mekong Basin;
- Supervise parameter study of critical events (floods and droughts), and combinations of events at the scale of the entire Mekong Basin;
- Supervise statistical analysis of probabilities under specific assumptions, covering a range of meteorological events, and various interventions at the scale of the entire Mekong Basin;
- Guide modelling activities and ensuring its contribution to hydrological, flood and other assessments;
- Guide and assist hydrological and hydraulic studies for flood management activities;
- Contribute to the routine evaluation of the annual forecasting and river monitoring

as well as to the preparation of Annual Flood Report and/or hydrological studies/analyses;

- Contribute to the development of relevant technical guidelines as led by other specialists/Divisions;
- Coordinate and support the work of the MRC's regional technical/expert group related to hydrology (if applicable), and contribute to the work of other regional groups as required;
- Support the implementation of the MRC Procedures, especially from the monitoring aspect of the Procedures;
- Provide relevant technical advice to the assessments of risks and impacts of decisions on water resources management and development in the basin;
- Prepare and submit M&E forms and contribute to the Mid-year and Annual Report;
- Ensure results-based framework are reflected in the division's technical implementation;
- Ensure gender aspects are integrated and mainstreamed into the implementation of the Division's technical work and activities;
- Perform other relevant tasks as required.

3. Scope of Authority

a) Supervision requirements: The position does not require any formal supervisory responsibilities. However, supervision of consultants and quality control may be required. The position technically guides the work of specialists and officers in the division.

b) Level of autonomy: Decision making follows defined procedures. The position does not administer a budget, yet has responsibility for ensuring the financial accountability of MRC.

c) Level of problem solving required: Problem solving skill is expected and the incumbent must display sensitivity, initiative and creativity

d) Level and type of communications required: Communications are wide, within and outside the organisation, and require considerable oral and written skills.

4. Qualification requirements

Certificate	University degree (Master or higher) in engineering, water resources, hydro-meteorology or related discipline. A doctorate is desirable.
Additional certificates	<ul style="list-style-type: none"> • TOEIC certificate with 600 points and over is required. An equivalent internationally recognized certificate or a university degree from an internationally recognized academic institution whose instruction is in English may also be considered.
Experience	<ul style="list-style-type: none"> • Minimum 13 years experience in applied hydrology and water resources engineering; • Excellent knowledge/experience of the Mekong River Basin hydrology; • Excellent knowledge and professional experiences in a broad range of hydrological, water balance analysis and hydrological

	<p>modelling or computer modelling techniques as applied to river-system simulation and flood forecasting;</p> <ul style="list-style-type: none"> • Good knowledge and professional experiences in website and (web-based) hydrological data/information management system; • Knowledge of GIS for water resources application is an advantage; • Demonstrated project management skills including formulation, planning, programming, execution.
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5. Competencies

Knowledge	Level (1-3) 1 = Required 2 = Desirable 3 = Optional
Mekong River Basin hydrology	1
Hydrological, water balance analysis and hydrological modelling or computer modelling techniques as applied to river-system simulation and flood forecasting	1
Water resources monitoring	1
Information and database management	1
Information technology	1
Flood forecasting	2

Skills	Level (1-3) 1 = Required 2 = Desirable 3 = Optional
Excellent command of spoken and written English	1
Presentation	1
Analysis and data processing	1
Excellent report writing skills	2
Project planning and management	2
Communication	2

Attitudes	Level (1-3) 1 = Required 2 = Desirable 3 = Optional
Strong willingness and ability to work inter-disciplinarily	1
Technical Leadership and vision	1
Willingness to travel within and outside the region	2

6. Remuneration

The remuneration package, subject to change, includes (i) annual net base salary exempt from tax by Cambodian authorities, starting at US\$ 53,643 (M13, step I); (ii) MRC's contribution to staff member's Provident Fund of 14% of basic salary upon completion of 3 years in service; (iii) Contribution of MRC to Health and Accident insurances (on shared basis with employee); (iv) other entitlements and benefits such as dependency allowance, 6 weeks' annual vacation; sick leave, maternity leave etc.

Non-resident staff members receive an additional (i) 7% of basic salary for Post

Adjustment allowance; (ii) 7% of basic salary for Hardship allowance; (iii) Rental subsidy of 40% of the rent rate up to maximum of US\$ 6,000 annual; (iv) Education Grant of 75% of max. expense of US\$ 13,000; (v) Travel cost and Shipment expenses on assignment and upon separation; (vi) other entitlements and benefits such as Relocation Grant allowance, Home Leave Travel, Education Grant Travel, etc.

The duration of the assignment of MRC Riparian Professional Staff is up to maximum 6 years according to 1995 Mekong Agreement and Procedural Rules.

THE MRCS RESERVES THE RIGHT TO APPOINT A CANDIDATE AT A LEVEL LOWER THAN THE ADVERTIZED LEVEL OF THE POST.

7. Remarks

- The Job Description is subject to revisions by the MRC.

8. SIGNATURES

Job Incumbent: _____ Date:_____