



JOB DESCRIPTION

Job Title:	Agriculture and Irrigation Specialist
Division/Office:	Planning Division
Salary Level:	M12
Date of Verification (If any):	March 2026

1. THE MEKONG RIVER COMMISSION AND MRC SECRETARIAT

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 Organization 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](#)

2. Job Summary / Job Statement

The jobholder supports the development and implementation of agriculture and irrigation activities in the MRC from a sustainable & integrated water use perspective.

3. Main tasks and responsibilities

Under the management direction of the Division Director and technical advice of the Chief river basin planner, the incumbent performs the following duties:

- ☐ Design and coordinate implementation of the agriculture and irrigation guidelines and activities at the regional level,
- ☐ Contribute to the identification and development of possible future scenarios related to food security in the basin;
- ☐ Monitor and provide regular update on agriculture and irrigation trends and issues in the basin and provide technical recommendations on capturing development opportunity in irrigation expansion, mitigating transboundary risks and addressing interlinked issue of drought and climate change adaptation;
- ☐ Support the development and implementation of the Basin Development Strategy, Mekong Adaptation Strategy and Action Plan, flood management and drought management strategies and other basin-wide strategies;
- ☐ Contribute to the development of relevant technical guidelines as led by other specialists / Divisions;
- ☐ Support coordination of agriculture/irrigation data inputs for the Technical Support Division to manage under the MRC's regional databases and Information System;
- ☐ Support the work of the MRC's regional technical/expert group related to agriculture/irrigation (if applicable), and contribute to the work of other regional groups as required;
- ☐ Ensure that relevant knowledge and products developed by the MRC are available at the national level to assist decision-making processes;
- ☐ Provide relevant technical inputs to the assessments of risks and impacts of decisions on water resources management and development in the basin;
- ☐ Perform other relevant tasks as required.

4. Scope of Authority

a) Supervision requirements: The position does not require any formal supervisory responsibilities.

However, technical guidance of consultants and quality control may be required.

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.

5. Qualification requirements

Certificate	University degree (Master or higher) in agricultural, engineering, agronomy, soil science or related disciplines
Additional certificates	☐ 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	☐ Minimum 10 years of work experience in irrigation and agriculture development and management ☐ Implementation of programmes/projects in a multicultural and international environment, and in particular with relevant line agencies of the MRC Member Countries

6. Competencies

Knowledge	Level (1-3) 1 = Required 2 = Desirable 3 = Optional
Irrigated agriculture development and management	1
Strategy formulation and planning	2
Water resources management	2
Impact analysis	2
Drought management	2
Regional knowledge of the Mekong River Basin	3

Skills	Level (1-3) 1 = Required 2 = Desirable 3 = Optional
Excellent command of spoken and written English	1
Presentation	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
Willingness to travel within and outside the region	2

7. Remuneration

The remuneration package, subject to change, includes:

Remuneration:

- ☐ Annual net base salary exempts from tax by Lao authorities, starting at US\$ 42,920 (M-12, step I);
- ☐ Non-residential staff members who are relocated to the duty station (Vientiane, Lao PDR or Phnom Penh, Cambodia) are granted with a living cost of 5% of the base salary, 7% on the post adjustment and 7% on hardship allowances annually, and a rental subsidy of USD500 monthly.

Benefits:

- ☐ The MRC's contribution to staff member's Provident Fund (pension fund) of 14% of base salary per annum;
- ☐ Coverage of health insurance for staff and eligible dependents, and accident insurance (on a shared basis with the employee) for staff;
- ☐ Other entitlements and benefits such as dependency allowance (USD40/dependent), annual leave (30 days per year), sick leave (30 days per year), special leave with pay, maternity and paternity leaves, education grant (75% of maximum USD12,000 per an eligible child for non-residential staff and 7% of the base salary for resident staff), annual health check (subject to budget availability), annual vaccination, and more;
- ☐ Non-resident staff members who are relocated to the duty station (Vientiane or Phnom Penh) are granted with a subsidized home leave, shipment of personal effects to and from the duty station up on joining and conclusion of service with the MRC Secretariat.

All MRC Secretariat staff members are subject to a six-month probationary period.

The duration of the assignment of MRC Riparian Professional Staff is up to maximum six years according to the 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: _____