



## **NORTHERN REGION WATER BOARD**

### **VACANCY ANNOUNCEMENT**

The Northern Region Water Board (NRWB) is a Parastatal Organization that was established in 1996 under the Waterworks Act, Cap 72:01 of the Laws of Malawi. The core mandate of the NRWB is to provide potable water supply and waterborne sanitation services to the urban, peri-urban, and market centres in the Northern Region of Malawi.

The Government of Malawi secured funding from the African Development Fund for Rumphi Water and Sanitation Services Improvement Project which is being implemented by the NRWB. The objective of the Project is to increase access to sustainable and climate resilient potable water supply and safely managed sanitation services in Rumphi Town and the surrounding areas. Through this project, the need has arisen to engage the services of a suitably qualified and interested person, who will be based in Rumphi District, to fill the following vacant position:

**POSITION** : Environmental Officer (Non-established)

**GRADE RANGE** : P3-P1

**TENURE** : The Environmental Officer position will be on a fixed-term contract for period of three (3) years from March 2026 to March 2029.

#### **KEY ROLES AND RESPONSIBILITIES:**

Under the direct supervision of the Environmental and Social Safeguards Specialist, the Environmental Officer will be responsible for planning and implementing environmental safeguards as well as catchment management activities. Specifically, he/she shall be responsible for the following activities:

1. Planning and implementing the NRWB's environmental policies and programmes.

2. Reviewing contractors' environmental safeguards plans and activities.
3. Conducting construction site inspections for compliance to national and AfDB's requirements
4. Investigating environmental incidences and keeping records.
5. Mobilising communities around the catchment areas to actively participate in catchment protection activities such as tree nursery establishment, tree planting, firebreak establishments, etc
6. Identifying and making recommendations for community livelihood activities for management support
7. Serving as secretariat for Catchment Management Committees
8. Collaborating with stakeholders to create synergies for effective management of catchment areas
9. Preparing monthly environmental safeguards and water resources management reports
10. Carrying out any other duties as assigned from time to time

## **REQUIRED ACADEMIC QUALIFICATIONS AND EXPERIENCE**

1. A minimum of a Bachelor's Degree in environmental sciences or management, Water Resources Management or any related field.
2. Any certificate in Project Management will be an added advantage
3. At least 3 years of post-qualification work experience in water and sanitation-related projects

## **TECHNICAL COMPETENCIES**

The ideal candidate will possess, as an added advantage, the following key technical competencies:

1. In-depth knowledge of local and international environmental legislation and compliance
2. Proficiency in data collection and analysis through tools such as Excel and SPSS
3. Knowledge in international industrial best practices (IIBP) on environmental management (Under ISO 14001:2015)
4. Knowledge and practical experience in safeguard systems relating to environmental and biodiversity management for the multilateral financial institutions such as African Development Bank (AfDB) or World Bank

## **BEHAVIORAL COMPETENCIES**

The ideal candidate will also possess, as an added advantage, the following behavioral competencies:

1. Ability to work under a high-paced work environment
2. High-level problem solving, analytical and critical thinking skills
3. Ability to work and build positive relationships in teams
4. Ability to communicate effectively (written and oral) in English.

## **TERMS AND CONDITIONS OF EMPLOYMENT**

The NRWB will offer an attractive contractual package of the salary and other benefits commensurate with qualifications and experience, within the grade range of the position of Environmental Officer.

## **METHODS OF APPLICATION**

Application letters together with detailed curriculum vitae, copies of certificates or notification of results and three traceable referees must be submitted to the following address:

The Chief Executive Officer  
Northern Region Water Board  
Kawiluwilu House  
Bloemwater Street  
Private Bag 94  
MZUZU

Application letters should reach the Chief Executive Officer not later than Friday, 13<sup>th</sup> February 2026.

**Northern Region Water Board is an equal opportunity employer. Therefore, women are encouraged to apply.**

Only short-listed applicants will be acknowledged and invited for interviews.