LB04900
HEAD OF LABOURERS

Level 2

Reports to (Hierarchical)
Logistics Manager / Logistics Supervisor

Reports to (Functional)
Logistics Manager / Logistics Supervisor

Job Family
Logistics and Supply

Main Purpose
Performing hands on tasks as part of the team and supervising the labourers / basic skilled workers present in one or several working sites and controlling the tools and materials involved in the work, according to supervisor's instructions and **MSF** standards and protocols, in order to ensure the correct performance of the tasks.

Accountabilities
- Dividing up the teams in accordance with the needs and adapting the number of workers per team according to the work and needs, checking that the work is divided up equally.
- Recruiting daily workers in accordance with the needs and with the approval of his/her manager.
- Managing the daily workers, applying the same criteria used for managing labourers.
- Working in close collaboration with the different professionals involved in the construction in order to respond to their needs (material supplies, manpower needs, etc.).
- Looking after tools and materials, carrying out periodic inventories with the workers and ensuring the renewal of tools and/or materials if necessary.
- Filling in and following up the planning according to activities and needs, and handing the planning over to his manager.
- Filling in and following up the daily worker forms, handing them over to his/her line manager.
- Performing hands on tasks as part of the team.

Education
Literacy essential

Experience

Previous experience required

Languages

Local language essential

Competencies

- Commitment to MSF Principles **L1**
- Behavioural Flexibility **L1**
- Stress Management **L1**
- Results and Quality Orientation **L1**
- Teamwork and Cooperation **L1**
- Service Orientation **L1**

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