



LAO PEOPLE'S DEMOCRATIC REPUBLIC
Peace Independence Democracy Unity Prosperity

Ministry of Information, Culture and Tourism
World Heritage Site Office of Vat Phou Champasak (WHSO)

CHAMPA Project

JOB DESCRIPTION FOR A TECHNICAL ASSISTANT IN ARCHITECTURE AND HERITAGE CONSERVATION

- Place of Work:** Vat Phou World Heritage Site Office in Champasak with missions to Savannakhet Province to support the Department of Information, Culture and Tourism of Savannakhet (DICT)
- Contract Duration:** Full time position for a period of 1 year renewable by mutual consent 2 months before the end of the contract, and with AFD's non-objection.
- Nationality:** Opened to Lao Nationals and International candidates living in Laos (individual or consulting firms).
- Starting date:** January 2023
- Salary:** Based on skills and experience of the candidate.

The World Heritage Site Office of Vat Phu Champasak (WHSO) and the Department of Information, Culture and Tourism of Savannakhet (DICT Savannakhet) (project's owners) have received financing from the Agence Française de Développement (AFD) toward the cost of the project, entitled "Preservation and enhancement of the heritage and development of the territorial attractiveness of Champasak and Savannakhet (CHAMPA)". The WHSO, on behalf of the two project's owners, is offering a position of Technical Assistant **in Architecture and Heritage Conservation to support the project restoration and construction works.**

The CHAMPA project (2020- 2025) has started to prepare several renovation and restoration projects since 2021. Some projects are running and others are about to start in the first quarter of 2023.

List of the on-going project:

- Renovation of the Old Telecom Building in Champasak town (2022-2023)

List of the projects under preparation:

In Champasak:

- Landscaping in Champasak district center (2023)
- Restoration of Vat Meuang Kang Library (2023)
- Extension of Vat Phou Museum & renovation of the actual Museum (2023-2025)

- Renovation of the Sport hall in Champasak district (2023)
- Construction of an interpretation pavilion in Ancient City (Champasak district) and enhancement of an archeological site to open to tourists (2023-2024)

In Savannakhet:

Renovation of the Provincial Museum (2023-2025)

Construction of a pavilion in Nong Hua Thong village, Saybouli District, SVK (2023)

Restoration of Vat Taleo Kao, Champhone District, SVK (2024-2025)

Duties and responsibilities of the Technical Assistant in Architecture and Heritage Conservation.

The expert in Architecture and Heritage will work under the supervision of the Project Owners and of the TA Team Leader. He/she will also work with the other(s) TA(s) of the project (1 tourism expert, 1 IT expert and a project coordinator based in Savannakhet) and with the Project teams of WHSO Vat Phou Champasak and DICT Savannakhet.

The expert in Architecture and Heritage (TA) will have the following responsibilities:

- Supporting the project owners by designing some of the works to be carried out under the project, and help follow-up works realization;
- Supporting both owners' teams in preparing and managing specific studies, in particularly for the preparation of the Museums projects in Vat Phou Champasak and in Savannakhet, and recruiting works companies (support of local staff in ToR preparation, consultants' or companies recruitment, follow-up, etc.);
- Monitoring progress and results of each activity implemented in his/her field of expertise, specifically by monitoring the supervision and works during renovation;
- Providing technical advice to the project owners on the renovation of Heritage buildings.
- Being the contact person with EFEO Heritage Specialist (based in France) for the follow-up of the restoration of Vat Meuang Kang Temple (weekly report to be prepared and send to her) and other works in the future (Museum in Savannakhet, Vat Taleo Kao, etc.),
- Participating on the follow-up of the landscaping in Champasak's district centre. Provide advice when needed.
- Provide advice to private investors who could apply to the call for proposal for tourism private initiatives, in relation to his/her field of expertise (when needed).
- Participating with the other Technical Assistants on the design and the development of tourism activities on both sites (infrastructure, landscape, etc.).
- Liaise with architectural, urban planning or landscaper consultants who will be involved in the design and implementation of the related activities.
- Participation in coordinating activities with international partners (EFEO, UNESCO, Korean and Indian projects, etc.) and other experts working on renovation and construction sites, especially for Heritage building renovations and extension building projects;
- Supporting project's owners on the implementation of a financial mechanism to support owners of Heritage buildings to preserve and renovate their properties (2024-2025);
- Providing, when necessary, capacity building activities to the WHSO's and DICT's staff on the related fields of her/his expertise;
- Identify training needs in his/her field, report to TA Team Leader and the project direction team in Savannakhet (DICT Savannakhet) and Champasak (WHSO) and help set-up of appropriate training activities;

- Supporting WHSO in dissemination and public awareness campaign on importance of city and ancient building preservation actions;
- Supporting the Marketing and Tourism strategy implementation road map, as heritage and Architecture will be one of the key assets of the territory promotion strategy.
- Participating in annual programming of activities and activity reports preparation;
- Participating in monitoring the project logical framework in his/her field of expertise.
- Reporting to the TA team leader and the project's implementing agencies any problem on renovation and working sites regarding the implementation of the Environment and Social Commitment Plan, and the Environment and Social Action Plan (ESAP). Proposing measures to address the situation.
- Other services might be required reasonably by the project's owners and shall be subject to the discussions and agreement with the project team leader TA (and his/her firm, in case of candidacy on behalf of a consultant firm). AFD shall be contacted for approval before their implementation.

QUALIFICATIONS REQUIRED

Qualifications: Bachelor's Degree in Architecture, Heritage Conservation or Engineer with Heritage conservation skills.

General professional experiences and skills:

- Good architecture survey skills
- Good design and survey drawing skills (technical plans skills)
- Good heritage conservation skills
- Strong experience in the restoration of Heritage buildings
- English spoken & written

Relevant professional experiences of the consultant

- Proven experience on follow-up of general construction works
- Proven experience on building design, construction, renovation and heritage building projects in Laos (Heritage conservation background)
- Proven experience in urban planning, urban design and/or landscape
- Knowledge of project bidding process (preparation of TOR, publication, evaluation and contract drafting)
- Previous experience working with Lao institutions (Ministry of Public Work and Transport, Ministry of Information, Culture and Tourism, etc.)
- Ability to work with multi stakeholders and at all level
- Proven IT ability skills; (proficiency in Auto CAD, Sketchup, Archicad, 3DMax... etc.)

Other skills and experiences: candidate(s) with the following skills and experiences shall be given privileges

- References in archeological and built heritage assessment, preferably in South East Asia
- Relevant experience in heritage cities urban planning
- Previous experiences in heritage and tourism projects in the ASEAN countries, including in Laos, funded by the development partners and AFD
- Knowledge of urban planning tools and regulations in Laos
- Previous experience in capacity building of Lao public actors

- Knowledge in energy efficiency, bioclimatic architecture (eco-building material, construction and architecture)
- Knowledge of museography & scenography, design of exhibition
- Living in the region and in particular in Laos
- Knowledge of Lao language and culture
- Good interpersonal skills and project solution oriented

CONDITIONS:

Full time position based at Vat Phou World Heritage Site Office in Champasak with missions to Savannakhet following the works requirement of DICT Savannakhet. The information provided in this section is indicative and could be adapted based on the real situation.

Reporting: For the rendered services, the Technical Assistant must, at least, submit a quarterly reports of his/her services to the Owners and to AFD.

Interested candidates should submit their application in English by email with a technical proposal (**including curriculum vitae (CV) and detailed portfolio**), and a financial proposal in US\$ (including monthly salary and other expenses like housing, communication and traveling costs) no later than the 06th of February 2023, by 04 PM to: vatphu@hotmail.com and Admin_cp@vatphou-champassak.com

All application documents will be treated confidentially and only short-listed candidates will be contacted for interview.

Please note that, the consultants and any entity affiliated with the Consulting firms who have been involved in the project feasibility study conduction shall be disqualified from submitting a candidacy document to this job vacant and any further consulting and non-consulting services under the project.
