

SYNODEN DEMOBRY KAUTSI

Contact Details

P. O. Box X130, Crossroads, Lilongwe 3

Cell : +265 888 563 499/ +265 999 744 414

Email : kautsisynoden@gmail.com

Sex : Male

Date of Birth : 15th September 1985

Nationality : Malawian

Passport No : MA 284872

PROFESSIONAL PROFILE

A well experienced Civil Engineer possessing excellent communication and negotiation skills, strong proven record in project management, ability to multi-tasking and meet deadlines, ability to cope with high levels of responsibility with confidential matters as well as of high integrity and honesty. Synoden has a nine year track record of working in Civil Engineering, Water Supply, Irrigation and Sanitation projects and ensuring that they are delivered as per design, within budget by efficiently organizing, managing and utilizing all available resources efficiently. He also has hands on experience on projects starting from project proposal development to project implementation.

Summary of professional capabilities and attributes includes;

- ✓ Designing and construction supervision of water supply, irrigation and sanitation infrastructure such as gravity fed schemes and borehole drilling
- ✓ Environmental screening of water development projects and monitoring of environmental management plans;
- ✓ Technical monitoring and evaluation of water infrastructure projects development of relevant indicators and ensuring that projects are done as per approved standards
- ✓ Developing project implementation approach papers, implementation manuals and guidelines
- ✓ Project management, appraisal and capacity building
- ✓ High integrity in leadership and supervisory skills
- ✓ Experience in working with both donor-funded projects
- ✓ Appreciable skills in working with multidisciplinary teams

EDUCATIONAL QUALIFICATIONS

- 2006-2010 : Bachelor's Degree in Civil Engineering
Institution : University of Malawi-The polytechnic
- 2001-2002 : Malawi School Certificate of Education (MSCE)

WORK EXPERIENCE

1. Sept 2019 – Current : Infrastructure Development Manager

Organisation : Greenbelt Authority

Reporting to : Director of Irrigation Operations

Key Duties and Responsibilities

- Developing technical guidelines for executing construction engineering works in different sites of GBA catchment area
- Preparing and devising guidelines for implementation of infrastructure development activities in various sites
- Ensuring that all infrastructure development works done GBA meet the industry standards
- Providing leadership in technical designing of infrastructure projects and in developing bills of quantities for budgeting and planning purposes
- Reviewing monthly, quarterly, bi-annual and end of projects reports to ensure they are in accordance with GBA requirement's
- Providing support in outsourcing of third parties for infrastructural works in GBA and contract management for construction works
- Developing institutional tools and guidelines for infrastructure development and support for mitigation of water related disasters

2. Jan 2014 – Aug 2019 : Water Supply and Sanitation Engineer

Project : Sustainable Rural Water Supply and Sanitation Infrastructure for Improved Health and Livelihoods Project

Organisation : Ministry of Agriculture, Irrigation and Water Development

Reporting to : The Project Coordinator

Key Duties and Responsibilities

- Coordinating with District Coordination teams (DCTs) in planning and execution of Water Supply and Sanitation component activities of the Project
- Carry out designs and review of water supply and sanitation infrastructure- These include gravity fed water supply schemes and sanitary facilities for public institutions
- Coordinating implementation of Community Led Total Sanitation, School Led Total Sanitation and Sanitation Marketing activities
- Participating in development of WASH activities implementation guidelines and approach papers
- Interpreting standards and guidelines and ensure that implementers strictly observe and adhere to them in carrying out their respective roles
- Undertaking quality control and assurance of both construction works and community management systems

- Coordinating all field project activities in close collaboration with the Ministry of Agriculture, Irrigation and Water Development, District Councils and all the other stakeholders
- Facilitating documentation of lessons and best practices in Water, Sanitation and Hygiene
- Supervising works of consultants and Contractors to ensure timely delivery of outputs
 - Monitoring of Project field activities and ensuring that objectives are timely met. Paying special attention to components that are behind schedule to ensure that they catch up and are in tandem with the entire Project
- Production of activity, monthly, quarterly and any other reports as per project requirements
- In collaboration with district councils, plan, design and /or review water supply and sanitation infrastructure
- Carry out designs, developing Bills of Quantities for budgeting and tendering

3. July 2012- Dec, 2013 : Civil Engineer

Organisation : Ministry of Water Development and Irrigation Department
Reporting to : Chief Civil Engineer

Key Duties and Responsibilities

- Carrying out planning, design and site investigations of various rural water supply, sanitation and hygiene projects in various districts
- Coordinating urban, peri-urban and rural sanitation and hygiene promotion activities
- Undertaking evaluation of technical documents and designs submitted by consultants/contractors or development partners
- Supervising construction of rural water supply and sanitary facilities such as borehole construction, gravity fed water supply schemes, wastewater treatment plants, improved latrines and hand washing facilities in public institutions
- Coordinating project activities, developing annual and project budgets for the ministry
- Participate in the development of project proposals and concept notes
- Developing bills of quantities and reviewing designs of water supply and sanitary infrastructure; Conducting situation analysis and verification survey of soil conditions in project areas
- Providing leadership to district council officials and other stakeholders during implementation of projects
- Producing activity, monthly and quarterly reports as required

4. Feb 2012- June 2012 : Construction Technical Assistance Officer

Organisation : Habitat for Humanity Malawi (HfHM)

Reporting to : Operations Manager

Main Duties and Responsibilities

- Providing construction technical assistance to clients of Opportunity Bank of Malawi and Habitat for Malawi
- producing house designs, developing bills of quantities and providing technical guidance to HfHM staff
- Advising clients on the following: *Building material, Building methods, Legal requirements/documents for land title, Environmental aspects, Building permits/local authority approvals/building minimum standards and Quality Control*
- Preparing project work plans, progress, quarterly and annual reports
- Producing designs of communal water kiosks, low cost houses and sanitation facilities
- Supervising construction of buildings and water supply infrastructure

5. Oct 2011-Jan 2012 : Materials and Measurements Engineer

Organisation : EMC Jatula Associates and Consulting Engineers

Reporting to : Team Leader

Key Duties and Responsibilities

- Conduct or supervise tests on raw materials or finished products in order to ensure their quality.
- Supervising construction and maintenance of roads and drainage works
- Preparing project progress reports
- Interpret test results, write reports and communicate with engineers
- Maintain records of test results and all taken corrective actions
- Ensure compliance of materials to be used as per projects specifications
- monitor progress of civil works activities on day to day basis to ensure that the contractor complies with approved specifications, Bill of Quantities (BoQs) and work plan
- Ensures that quantities and quality are accurate and conducts day to day site inspections of the construction to ensure that execution of the work is done according to the specifications and BoQs of Standard Bidding Documents
- Supervises the contractor and advises/proposes for correction in case of any defects/variation/additional/deletion of items identified
- Participating in joint measurements of works and certifying quantity of works done

6. Jan 2011-Sept 2011 : Projects Officer - Intern

Organisation : Centre for Community Organisation and Development

Key Duties and Responsibilities

- Assisting the poor urban and rural dwellers to access good quality houses, latrines and portable drinking water
- Working with communities in implementing, monitoring and evaluating activities of water and sanitation projects
- Designing of houses for specific projects and hydraulics structures e.g. culverts and maître drains, check dams where necessary
- Preparing Bills of Quantities and Budgets
- Making designs of communal water kiosks, low cost houses and sanitation facilities
- Supervising construction of buildings and water supply infrastructure
- Assisting in procurement of building materials
- Preparing project work plans, progress, quarterly and annual reports

OTHER TRAININGS/SEMINARS

- 6th – 10th Jun, 2017 :Principles of Surveying
Institution : National Construction Industry Council
- 11-28th March, 2013 :Water, Sanitation and Hygiene in Emergencies
Institution : Birch Cooper Institute-Swaziland
- 7th-9th April, 2014 :Seminar on local Monitoring local WASH services
(Ouagadougou in Burkina Faso)

COMPUTER LITERACY

- AutoCAD, MS Office Project, E-Panet, Google sketchup, Microsoft word, Outlook, Power Point and Spread Sheet

AFFILIATION

- Graduate member of Malawi Institution of Engineers
- Graduate Member of Malawi Board of Engineers
- Member of National WASH coordination task force

OTHER KEY ATTRIBUTES

- Leadership skills, self starter and quick learner, good communication and presentation skills, excellent negotiation skills and ability to work under strict deadlines and/or pressure

PROJECTS INVOLVED

- Sustainable Rural Water and Sanitation Infrastructure for Improved Health and Livelihoods Project funded by African Development Bank
- Strengthening Water and Sanitation Monitoring and Evaluation (SWSME) project funded by Africa Water Facility
- Development of National Water Supply and Sanitation Monitoring and Evaluation System (pilot phase)- funded by Africa Water Facility

- National Water Development Project II
- Construction of wastewater treatment plant at Malawi University of Science and Technology funded by Government of Malawi
- The Project for Enhancement of Operation and Maintenance for Rural Water Supply in the Republic of Malawi; project funded by JICA and Malawi Government
- Construction of Mvula Water Supply Scheme and Sanitation Facilities (Ventilated Pit Latrines and Hand Washing facilities) in Dedza district; project funded by World Bank
- Accelerated Attainment of Improved Sanitation and Use of Safe Hygiene Practices in Malawi funded by Global Sanitation Fund (GSF)

REFEREES

Director of Irrigation Operations
 Greenbelt Authority
 P. O. Box 30776
 +265 999 654 086
 Email : ericchidzungu@gmail.com
Attention : Mr. Eric Chidzungu

Director of Water Supply Services
 Ministry of Agriculture, Irrigation & Water Development
 Private Bag 390
 Lilongwe 3
 Cell: +265 888 857 831
 Email: emma_mbalame@yahoo.co.uk
Attention: Ms Emma Mbalame

The Project Coordinator
 Sustainable Rural Water and Sanitation Infrastructure for Improved Health and Livelihoods Project
 Private Bag 390
 Lilongwe 3
 Cell : +265 999 411 037
 Email : kmsowoya2002@gmail.com
Attention : Mr. Kondwani Msowoya Declaration

I hereby declare that the above written are true to the best of my knowledge and belief.



Signature: