



Liberia Water and Sewer Corporation



Sao Boso (Front) Street
Monrovia, Liberia

Job Vacancy Announcement

Terms of Reference

Job Title	Monitoring & Evaluation Specialist
Agency	Liberia Water and Sewer Corporation (LWSC)
Employment Type	Full Time Employment, subject to 3 months' probation
Place of Work	Head Office of LWSC and any designated LWSC's facilities with frequent field visits
Pay Band	Grade C
Salary	In line with LWSC's Salary Scale for Grade C
Reporting to	Technical Assistant to Managing Director
Type of Staff for Supervision	Monitoring & Evaluation Officers
Date of Announcement	January 16, 2026

Brief Background

Established in 1973 through an Act of the Legislature, the Liberia Water and Sewer Corporation (LWSC) was mandated to construct, install, establish, operate, manage, and maintain water and sanitation facilities in Liberia by providing safe drinking water and sewerage services to urban and major rural communities in the country. As a public utility committed to the discharge of its statutory mandate, LWSC has embarked on a strategic path of repositioning itself as a resilient, forward-looking, and self-sustaining entity dedicated to the attainment of its mandate. To this end, the Corporation is desirous of recruiting a Monitoring and Evaluation Specialist to lead and strengthen its Monitoring and Evaluation (M&E) Unit to effectively and efficiently contribute to the implementation of corporate operational activities.

Job Summary Responsibilities

The Monitoring and Evaluation Specialist is responsible to lead and strengthen the M&E Unit by developing and maintaining a robust monitoring and evaluation system; promoting effective knowledge management processes and practices to drive strategic decisions; and providing management information to support decision making and enhance operational efficiency.

Key Responsibilities

- Review and/or re-develop and maintain a robust monitoring and evaluation system.
- Lead the conception and the development of systems, tools, and forms for collecting and analyzing data for measuring performance indicators, expected results and achievements.
- Coordinate with directorates and departments for the development of annual work plans with targets set against specific indicators, ensuring that each annual work plan is fully aligned with the Corporation's existing strategic plan.
- Develop, implement and maintain M&E dashboard for tracking program/project performance.

- Coordinate field monitoring of program/project interventions and produce monitoring reports.
- Coordinate the development, tracking and reporting of **LWSC's Annual Performance Targets (APTs)** approved under the auspices of the Government's Performance Management and Compliance System (PMCS).
- Provide technical, analytical, and training support as needed to line managers and M&E staff in the collection of data and the preparation of reports, and lead indicator results planning activities and review sessions.
- Conduct internal Mid-Term, End of Year, and Impact Evaluations of LWSC's operations, program and project interventions.
- Collaborate with external evaluators including stakeholder institutions, such as the Ministry of Finance & Development Planning and donor partners to conduct evaluation of corporate project interventions.
- Prepare and submit periodic reports to the Technical Assistant to the Managing Director with copies to the Deputy Managing Director for Administration, Deputy Managing Director for Technical Services, Deputy Managing Director for Sales & Marketing, and Deputy Managing Director for Finance.

Required Qualifications

- A Bachelor's degree in statistics, demography, economics, public administration, sociology or a related field of study. Master's degree in statistics, economics or related discipline is an added advantage.
- Training in Monitoring & Evaluation.
- Knowledge of statistical analysis and database management packages MS Access, MS Excel, STATA, SPSS, EPiDATA.
- At least 2 years' experience in monitoring and evaluation work with utility related tasks.

Required Skills and Competences

- Experience in Monitoring & Evaluation methods and approaches (including quantitative, qualitative methods, Log Frame Approach in planning and M&E methods).
- Excellent analytical and report writing skills.
- Teamwork, communication skills, networking and partnership skills.
- Willingness to undertake regular field visits and interact with different stakeholders.
- Ability to maintain effective working relations both as a team member and team leader.
- Proven interpersonal skills and ability to establish and maintain effective working relations with people in a multi-ethnic environment.

How to apply:

Interested applicants should address their applications (accompanied with recent CVs and proof of academic and professional qualifications) through email: hrjobvacancy@lwsc.gov.lr with copies to tgaye@lwsc.gov.lr.

Human Resources Manager
Liberia Water and Sewer Corporation
Monrovia, Liberia

Only short-listed applicants will be contacted. Qualified females are highly encouraged to apply.
Deadline for submission of applications is: January 30, 2026. Applications received after 5:00 PM will not be processed.