RECRUITMENT NOTICE

Date: 31/05/2022

WSAS | WATER STEWARDSHIP ASSURANCE SERVICES

CERTIFICATION COORDINATOR FOR ASIA

POSITION DESCRIPTION

LOCATION: This position is home-based (worldwide).

SALARY: Competitive depending on experience.

STARTING DATE: July 2022

CLOSING DATE FOR VACANCY: 20 June 2022

About WSAS

Water Stewardship Assurance Services (WSAS) is the mission-driven assurance provider for the Alliance for Water Stewardship (AWS) System. WSAS is a wholly owned subsidiary of AWS.

We provide audit and certification services worldwide in pursuit of the AWS Mission "to ignite and nurture global and local leadership in credible water stewardship that recognizes and secures the social, cultural, environmental and economic value of freshwater". We contribute to this mission by providing robust assurance against the AWS International Water Stewardship Standard (AWS Standard).

WSAS is seeking an experienced professional to join our team as Certification Coordinator for the Asian region to support us in delivering this mission.

About AWS

AWS is a global membership-based collaboration that connects organisations dedicated to promoting responsible use of freshwater. AWS's members include businesses, NGOs and public sector organisations. Members contribute to the sustainability of local water-resources through adoption and promotion of the AWS Standard, which drives, recognises and rewards good water stewardship.

The AWS Standard

The AWS Standard provides a globally applicable framework for major water users to understand their water use and impacts, and to work collaboratively and transparently for sustainable water management within a catchment context.

The Standard is intended to drive social, environmental and economic benefits at the scale of a catchment. It achieves this by engaging water-using sites in understanding and addressing shared catchment water challenges as well as site water risks and opportunities.

Implementation of the Standard encourages collaborative approaches that involve business and industry, government and community as well as civil society organizations.

About the role

As Certification Coordinator you will be supporting the Certification Team in all aspects related to the coordination of the AWS certification programme. In this role you will be responsible for ensuring timely delivery of high quality and robust auditing and certification services to clients based in South Asia and Southeast Asia.

This role will involve the coordination of audits, including audit planning, liaison with auditors, quality review of audit reports, following up on findings and preparing certification decisions. Conducting audits (onsite or remotely) as part of an audit team will also be a part of the role.

You will work together with the WSAS team to deliver training and provide ongoing support to auditors, and you will carry out competence management activities such witness audits and desk-based competence evaluations.

Effective working relationships with colleagues, auditors, clients and other stakeholders will be crucial for this role.

Who you are and what you'll do

You're an experienced professional in auditing and certification

- You have a minimum of 3 years' experience in auditing and certification, preferably with the AWS Standard scheme or other sustainability standard schemes.
- You will be coordinating all aspects of the audit process. This will include planning of audits, performing evaluations of audit reports and ensuring a high quality and consistency of audits, providing guidance to auditors and clients, answering certification-related questions and ensuring adherence to the certification requirements.
- You will conduct witness audits and evaluations as part of the competence management programme.
- You will also carry out auditing activities (onsite and remotely) as part of an audit team.

WSAS

You are tech-savvy and a data geek

- New technology excites you and you find it easy to understand and work with new IT tools. You also have a high level of attention to detail in the management of data.
- You will ensure that the IT platform is running smoothly and is kept up-to-date with the most recent and accurate data from your pool of clients.

You're a collaborator

- You are naturally collaborative and comfortable working across multiple time zones with diverse clients, auditors and other stakeholders.
- You will recognize the high level of interdependencies across our program of work and promote coordination and mutual support across the team.

You're passionate about global sustainability issues

- You have an enthusiasm for social and environmental issues that is demonstrated through knowledge and experience, ideally with a substantial knowledge of water issues. You have a desire to see positive social and environmental impacts from committed enterprises and understand and relate to different cultures and their developmental challenges.
- You will inject this passion into your work and contribute to the promoting a culture of learning, sharing and support in AWS.

What you'll need to succeed

- A minimum of 3 years' experience in an auditing and certification role.
- Experience and qualification as an auditor for sustainability standards would be considered an asset.
- Degree or equivalent in a relevant discipline (e.g., hydrology, environmental science, agriculture, forestry or similar).
- Solid understanding of approaches to sustainability and natural resource or environmental management (experience in water management would carry additional weight).
- Ability to communicate effectively with external and internal stakeholders.
- Excellent administrative capabilities with a high level of attention to detail.
- Fluency in written and spoken English; other languages (preferably from the Asian region) will be considered an asset.
- The ability to travel nationally and internationally as required for the role.

HOW TO APPLY

If you think you might be right for this job, and this job might be right for you, please send an email marked "VACANCY: CERTIFICATION COORDINATOR" to gail@watersas.org. Your email should include the following attachments:

- A covering letter explaining why you are interested in the position and demonstrating how you meet the person specification.
- Your current CV with email addresses and telephone numbers of two referees.
- An indication of when you would be available to take on the role, if selected.

Closing date for applications is 20th June, 2022.

Only shortlisted candidates will be contacted. Unfortunately, we cannot provide feedback to unsuccessful candidates.