



CALL FOR JOB APPLICATION

Country:	Somalia
Project:	Somalia Capacity Injection Project
Grant No:	P149971
Type of Appointment:	Regular Civil Service and Advisory Positions
Type of Contract:	Performance Based Contract
Duty Station:	Beneficiary Ministries Offices in Mogadishu
Expected Start Date:	June, 2017
Reference No.:	FGS/CIM/Civil Service Recruitment/2015

Under the Somali Compact of September 2013, the Federal Government of Somalia established a Government Flagship Programme to build core public sector capacities. A World Bank Public Sector Capacity Injection Mechanism (CIM) supports this. The below beneficiary institutions are among the core beneficiary institutions for the CIM to strengthen staffing levels and capacity in selected line ministries and central agencies. The minister of Finance of the federal government of Somalia invites applications from qualified candidates for the following positions;

Competent candidates will be selected according to the Capacity Injection Mechanism and National Civil Service Commission recruitment manual and procedures. Further information and Detailed Terms of Reference can be seen below.

Note: this recruitment strongly supports women's engagement and will support workingwomen through paid maternity leave, plus allowances to support 'secure accommodation', 'secure transport to and from work' and 'child care allowances

HOW To APPLY: Confidential applications can be addressed to **Mr. Omar Abdi**, World Bank Capacity Injection Mechanism Coordinator at National Civil Service Commission, E-mail somalia.ncsc.cim02@gmail.com and please make sure to copy Ms. Shukri Hassan cc, hrm.mof.som@gmail.com with only a Cover Letter and Curriculum vitae (CV) in WORD .doc or. docx format must be delivered, by 1500 hours of 25th March, 2017.

“Applications addressed exclusively to the one of the above email addresses would not be considered”

Ministry of Finance, Somalia
Secretariat to the Interim National Procurement Board
Terms of Reference

Position title:	Secretariat to interim board
Position CIM level:	Stream A Level 2 Step 3
MDA:	Ministry of Finance
Location:	Mogadishu, Somalia
expected start time:	March, 2017

Background

In August 2016, H.E. the President of the Federal Government of Somalia signed the *Public Procurement, Concessions and Disposal Act* into law. The purpose of the Act is to establish institutional structures for managing public procurement and to provide procedures for public procurement, administration of concession agreements, and disposal of unserviceable, obsolete, or surplus stores, and equipment by public entities. The Act provides for the establishment of an Inter-Ministerial Concessions Committee (IMCC) and a Public Procurement Authority to oversee these activities.

Pending the full operationalisation of the Act and the establishment of the institutional structures provided therein, the Interim National Procurement Board (INPB) established by the Council of Ministers in March 2015 has been reviewing and advising the Federal Government of Somalia (FGS) on concessions and contracts above a certain threshold. The INPB will continue to carry out these functions until such time as it is feasible to fully implement the provisions of the *Public Procurement, Concessions and Disposal Act 2016*. The criteria for determining this transition point will be approved by the Council of Ministers in due consultation with the Federal Parliament of Somalia.

With the full operationalization of the *Public Procurement, Concessions and Disposal Act*, the INPB will be transitioned into the Inter-Ministerial Concessions Committee, which will then be the sole Committee responsible for the award of concessions.

The Financial Governance Committee (FGC) was established in early 2014 by mutual agreement between the FGS, donors and international financial institutions (IFIs). The purpose of the FGC is to provide objective technical advice to the FGS on public financial reform in Somalia, and to provide a forum for dialogue on strategic issues of financial governance. The FGC's mandate has recently been renewed through April 2017. Among its tasks, the FGC has been requested by the FGS to review any existing or draft Federal Government concession or contract valued at US\$5 million and above. This means that many of the contracts to be reviewed by the INPB will also be reviewed by the FGC -- a practice so far used in 4 cases (PGM Project, M and T Solutions Ltd, Perkins Logistics, Horn Logistics).

The Ministry of Finance is seeking to recruit an INPB Secretary to work alongside the International INPB Concessions Advisor to provide a Secretariat line function for the INPB.

Roles and responsibilities

4. Organization of INPB meetings:
 - a. Agree on schedules and agendas for INPB meetings, under the guidance of the INPB Chair;
 - b. Organize INPB meetings to ensure attendance by INPB members, and circulate all relevant documentation in advance of the meetings;
 - c. Prepare minutes of INPB meetings, and disseminate as required.

5. Help ensure that the INPB can deliver on its mandate of reviewing contracts and concessions;
 - a. Engage with government ministries and agencies to ensure that draft tenders, contracts and concessions under consideration are forwarded to the INPB for its review and approval;
 - b. Share the outcomes of INPB deliberations with relevant government ministries and agencies for their follow-up;
 - c. Provide updates to the INPB and relevant stakeholders on the status of contracts and concessions reviewed by the INPB;
 - d. Liaise closely with the FGC Secretariat to ensure uptake of all action points relating to the INPB, and ensure that the FGC receives all necessary documentation from the INPB where relevant, and is apprised of INPB activities.

6. Issue monthly written updates to the FGC and relevant stakeholders on activities undertaken by the INPB.

Qualifications

The following qualifications are required:

4. A degree in Economics, Finance, Law, Public Administration, Business Administration, International Development, or a related relevant field.
5. At least 5 years of professional experience in public administration including Experience working in or with government agencies.
6. Secretariat experience (i.e. organizing meetings, preparing agendas, taking meeting minutes, etc).
7. Demonstrated ability to work with multi-disciplinary and multi-cultural teams and at the highest levels of government.
8. Familiarity with public procurement procedures would be an advantage.

9. Fluency in English and Somali, full computer literacy, excellent oral and written communication skills.

Reporting

The Consultant will work closely with the Ministry of Finance, the INPB International Concessions Adviser and the INPB National Concessions Adviser, and will report to the Chair of the INPB.