

ADVERTS FOR VACANT POSITIONS AT THE PUBLIC FINANCIAL MANAGEMENT IMPROVEMENT AND CONSOLIDATION PROJECT, MINISTRY OF FINANCE AND ECONOMIC DEVELOPMENT

Date of Issue: 20th October, 2014

1.0 BACKGROUND

1.1 The Public Financial Management Improvement and Consolidation Project (PFMICP) is a successor to the just ended Integrated Public Financial Management Reform Project (IPFMRP). It will build on and reinforce the successes and addresses the weaknesses of IPFMRP. The Project Development Objective (PDO) is: “**To improve budget planning and credibility, financial control, accountability, and oversight in government finances in Sierra Leone**”. The Project, which will benefit various MDAs and Local Councils, will comprise the following components:

- Component 1: Enhancing Budget planning and credibility
- Component 2: Financial Control, Accountability and Oversight
- Component 3: Supporting the Strengthening of Revenue Mobilization and Administration Systems
- Component 4: Strengthening Local Governance, Financial Management and Accountability Systems
- Component 5: PFM Reform Coordination and Project Management

1.2 To pursue the GoSL’s PFM agenda, the Government has received financing from the International Development Association (IDA), the African Development Bank, European Commission and UK’s Department for International Development for the PFMICP (with an estimated Project duration of four years). The PFMICP will be administered by the World Bank.

1.4 In furtherance of the above objectives, the Government intends to use part of the proceeds of the financing to engage suitably qualified and experienced candidates to fill the following positions:

- (A) **IFMIS Project Manager** (One position)
- (B) **Monitoring and Evaluation Specialist** (One position)
- (C) **Information, Education, Communications and Change Management Officer** (One position)
- (D) **Project Support Officer** (One position)

POST SUMMARIES AND REQUIRED QUALIFICATIONS & EXPERIENCE

(A) IFMIS Project Manager:

The IFMIS PM will work with stakeholders to provide effective and efficient project management, coordination and support on the orderly implementation of IFMIS in Sierra Leone. S/he will review the implementation of IFMIS, make recommendations based on the review and the gaps identified, develop an IFMIS based ICT strategy, provide effective leadership in project management and coordination of IFMIS related projects and activities.

The incumbent is required to possess postgraduate degree in project management or economics or public finance or business management/ administration or a professionally qualified accountant with current membership of a professional accounting body that is a member of the International Federation of Accountants.

(B) Monitoring and Evaluation Specialist:

The Monitoring and Evaluation Specialist who will serve as the main focal person for all monitoring and evaluation related activities for the PFMIC project. S/he will support the Project regarding the monitoring and evaluation activities. As the focal person for the M&E at the PMU, the M&E specialist will work closely with all other members of the PMU and work in close coordination with M&E Officers of the key stakeholder MDAs.

The incumbent is required to possess post-graduate degree in public administration or business management or sciences or financial management or Social science or statistics or economics; eight years relevant work experience in in M&E five of which must have been at a managerial level within an internationally funded project or NGO. Experience working in areas directly related to public sector reform would be a plus.

(c) Information, Education, Communications and Change Management Officer:

The Information, Education, Communications and Change Management Officer will play a key role in ensuring adaption by implementing agencies of changes occasioned by the project design and guiding the implementing agencies through the organizational change resulting from implementing IFMIS project. S/he will plan, develop, and implement effective communications and outreach programs in order to raise awareness and understanding about, and improve the image of the Project, ensure donor visibility on Project activities, determine the types of information and communications strategies, tools and activities that are best suited to addressing issues or problems under the Project information needs, among others.

The incumbent is required to possess a university degree in Mass Communication or Journalism or Development Communication or Political Science or humanities or International Relations with minimum of 10 years' experience in development communication or related work; OR advanced university degree with 5 years' experience in development communication or aforementioned disciplines.

(D) Project Support Officer.

The Project Support Officer will complement the efforts of the existing staff in the seamless and efficient administration and coordination of project activities within the PFMICP. In particular, s/he will support the PM in general project administration and liaise with implementing units in delivering on project objectives. S/he will be responsible for ensuring that pre-activity and pre-procurement inputs and made available in a timely and efficient manner as well as support other project implementation activities. The role will be largely participatory and demand driven.

The incumbent is required to possess a postgraduate degree in economics or accounting or public finance or business management or business development or business administration with a minimum of 7 years relevant work experience in implementation of donor funded Projects and institutions; OR A bachelor's degree with a minimum of 10 years relevant work experience in the aforementioned subjects.

GENERAL INFORMATION FOR ALL POSITIONS:

- All posts will be advertised on an equal opportunity basis and qualified women and men are encouraged to apply.
- Competitive and attractive salaries and conditions of service will be offered to the successful candidate.
- Employment will be on full-time basis, and contracts will be for one year subject to annual review with a possibility of renewal.

Mode of Application:

All applications in writing should be accompanied by up-to-date Curriculum Vitae and supporting documents (Note: do not send originals) with the names and addresses of three referees, one of which should be the latest/current employer and addressed to:

**The Financial Secretary
Ministry of Finance and Economic Development
Treasury Building
George Street
Freetown, Sierra Leone**

Or

By E-mail application as attachment (including all supporting documents) to: ekoroma@mofed.gov.sl
(Copy: ekoroma@hotmail.com)

Please indicate clearly on the envelop (in the case of hard copy application) or in the email subject heading and attachment (in the case of electronic applications) the post for which application is made.

Terms of Reference (ToR)

The electronic copies of the ToRs of the above vacant positions are available at the Ministry of Finance and Economic Development web site at www.mofed.gov.sl, UNDB and World Bank's external website. They can also be obtained upon written request from the Project Management Unit at e-mail address: pfmicpmu@mofed.gov.sl (Copy: mofedpfmicp@gmail.com)

Hard copies of the ToRs can also be collected upon written request from the International Procurement Specialist at the address below.

**The International Procurement Specialist
Public Financial Management Improvement and Consolidation Project
Ministry of Finance and Economic Development
Treasury Building
George Street
Freetown, Sierra Leone**

Closing Date:

The Closing Date and time for receipt of applications is **10th November, 2014 at 5:00 pm GMT.**

Only short-listed candidates will be contacted.