

**Republika e Kosovës**

**Republika Kosovo-Republic of Kosovo**

***Qeveria –Vlada-Government***

***Zyra e Kryeministrit-Kancelarija Premijera-Office of the Prime Minister***

Based on the need for the creation of a temporary team for the development of a Compact program between the Kosovo Government and the US, the following positions for commitment of experts are announced:

1. **One ( 1 ) Coordinator for compact development**

**Reference number:ZKM-ZSM-001**

**Description of key responsibilities:**

* Close coordination with senior government officials to effectively understand and represent the priorities of the eligible country in developing a compact program.
* To serve as a key point of contact for the exchange of relevant operational information between the Government and the MCC to include the development of a clear understanding of the process of investment criteria, requirements and the compact development of MCC ( Millennium Challenge Corporation).
* Managing the entire compact development process on behalf of the Government for incorporating the guideline of initial analysis and assessing the challenges of economic development ; guiding the identification of conceptual projects that will address these challenges,promoting the alleviation of poverty and increasing economic growth; ; coordination of development and drafting of agreed projects that meet MCC investment criteria and other requirements.
* Recruiting qualified and specialized personnel for a well-qualified Compact Development Team and senior management, executive management, and executive co-coordinator during its during his daily work.
* Establish, maintain, and utilize effective relationships with key officials, offices, individuals and staff across the Government to ensure the delivery of information, ensure the commitment of all necessary information and resources and motivate timely delivery critical duties.
* Periodically reporting to the President, Prime Minister or other political contact points (eg. MED) to provide timely updates on the status of the compact development process, to receive high level support and approval for key decisions, and to identify and resolve issues.
* Engaging actively relevant political stakeholders , private business leaders, civil society organizations and international donors throughout the compact development process and otherwise serving as a visible public representative of the Government's efforts for compact development.

* Planning and conducting periodic visits from MCC staff and senior officials.

**Qualification, work experience and skills:**

* Academic degree in management, business administration, public administration, finance or economics, law, communication or other relevant professional field.
* Ten (10) or more years of prior experience in senior managerial positions in a strategic or high profile public or private entity.
* Demonstrated ability to manage a large institution, program or project with a staff of ten or more people and possibly a budget of more than $ 5 million a year.
* Excellent managerial and organizational skills and ability to work in large, multi-cultural groups. Ability to work well under the pressure of ambitious deadlines and great expectations.
* Significant previous experience with planning economic development or execution of economic development projects is highly preferable. Working experience with international donor organizations and a combination of experiences inside and outside the government is also preferable.
* Excellent communication and writing skills in English.

**II. One (1) Economist for Monitoring and Evaluation**

**Reference Number: OPM-ZSM-002**

**Duties and responsibilities:** Under the supervision of the National Coordinator performs the following duties and responsibilities:

* Researched and Assessed Governance for Restrictions on Economic Growth Analysis to identify the main obstacles in economic growth, private investment and poverty alleviation in the country, including obtaining and collecting relevant economic information and performing their quantitative analysis.
* Create an economic justification for each potential project, including a clear explanation of the ways in which projects will boost economic growth and reduce poverty.
* Contributing to the development of a detailed program logic for the proposed projects and the general compact program, working in close collaboration with other members of the Compact Development Team.
* Conducting out a detailed analysis of the economic characteristics of each proposed project, including a detailed assessment of the costs and potential benefits, divided by income level, and related to each social group and gender.
* Developing an analytical framework, collecting all required data and calculating economic return rates (ERRs) for the proposed projects. Also, develop a detailed assessment of how the proposed projects will affect target beneficiaries, with particular attention to poor households and disadvantage groups, including women.

**Qualification, work experience and skills:**

* Academic Degree in Economics, Public Policy, or Similar Fields. Diploma in Master or Doctorate has many advantages.
* Three (3) or more years of experience in a position related to economics with significant responsibilities for project management and staffing.
* Demonstrated ability to obtain data from local institutions such as government ministries and statistical agencies.
* Demonstrated ability to analyze the economy of development projects, including cost-benefit analysis and beneficiary analysis.
* Developed skills related to software analysis work, such as STATA.
* Working experience with an economic planning or development organization or an international donor organization has priority.
* Experience in the energy sector is another priority.

**III. One (1) Energy Sector Specialist   
           Reference Number: OPM-ZSM-003  
              
Duties and responsibilities:** Under the supervision of the National Coordinator performs the following duties and responsibilities:

* Guiding the detailed discussion of "root causes" that form the basis of mandatory constraints on economic growth in the Energy Sector, working in close coordination with government policy makers, external experts, employees of international donor institutions and other stakeholders.
* On behalf of the Compact Development Team, leading the definition of critical issues faced by the Energy Sector, identifying potential mitigation strategies, and drafting the Concept Paper that explains these, in accordance with MCC guidelines.
* On behalf of the Compact Development Team, leading the identification of potential project concepts and drafting of the Concept Paper proposing policy changes, legal, regulatory or institutional changes, or public or private investment necessary for the success of these projects, compliant with MCC guidelines.
* Leading and Managed Drafting of Detailed Terms of Reference (TeR) for any feasibility study, environmental or social impact assessments or preliminary design that may be needed to prepare projects and advance the compact development process.
* Providing detailed and constructive guidance to consultants who may be procured to provide detailed sector or institutional analysis, feasibility studies, environmental or social impact assessments or preliminary design, in collaboration with main stakeholders and MCCs, and ensuring that consultants have access to all government officials, institutions, staff members, and the data and information that may be needed to complete, timely and successfully complete their work.
* Reviewing and commenting on the results according to any feasibility study, environmental and social impact assessments or preliminary design work, including work plans, time schedules and substantive products, to ensure that all risks, issues and technical concerns can be handled appropriately and thoroughly.
* Create, maintain and effectively utilize relations with the Ministry of Economic Development and ministries, departments or other governmental agencies that are responsible for supervisory and enforcement policies, laws and regulations in the Energy Sector in Kosovo.
* Assist in the comprehensive assessment of the technical and managerial capacity of ministries, departments or government agencies or any public enterprise that may be involved in the oversight, management or implementation of any proposed project.
* Serving as the main point of contact between the Compact Development Team in Kosovo and the MCC Energy Practices Group and ensuring the proper flow of information as needed to keep the MCC properly informed of progress, issues and risks.  
    
  **Qualification, work experience and skills:**
* Academic degree in engineering, planning, administration, project management, or other relevant professional field.
* Approximately eight (8) years of professional experience in project management involving the energy sector with a demonstrated ability to carry out major and complex engineering projects in the short term.
* Knowledge of different aspects of project development, including pre-feasibility or feasibility studies, cost estimation, design and or construction supervision is preferable.
* Detailed knowledge of energy sector policies, policy-making institutions, energy services and construction industry in Kosovo. Knowledge of the energy sector strategy in Kosovo, the master plan and / or strategic investment plan has many advantages.
* Demonstrated ability to interact effectively and constructively with public policy makers, civil society organizations, technical and construction experts and project-affected parties (PAPs).
* Developed communication skills in writing and speaking.

**IV. One (1) Private Sector Development Specialist.   
             Reference Number: OPM-ZSM-004**  
**Duties and responsibilities:** Under the supervision of the National Coordinator performs the following duties and responsibilities:

* Contributing to the development of public consultation and stakeholder engagement plans and management of the organization, management and implementation of contacts with private businesses and private investors, to ensure that their views are fully understood and taken into full consideration. Keeping ongoing consultations with private businesses, private investors, academics and relevant government officials throughout the compact development process.
* Assessing the overall economic competitiveness of the country and identifying obstacles to private investment and expanding private business opportunities in critical sectors of the country's economy.
* Contributing to the analysis of fundamental issues and root causes of any binding constraints on economic growth by working closely with other members of the Compact Development Team to ensure that concerns and issues of private businesses and private investors are understood, caught and are fully taken into consideration.
* Work closely with the Specialist for Social Inclusion and Gender Assessment to ensure that the concerns and needs of small enterprises, especially those led by women or traditionally disadvantaged groups, are integrated in the overall assessment of opportunities.
* Contributing to the identification and development of initial concepts and project proposals by working closely with other Compact Development Team members to ensure that opportunities to ease barriers to private investment and expand private business activities taken into account.
* Contributing to the development of a detailed program logic for the proposed projects and the overall compact program by working closely with other members of the Compact Development Team.
* Reviewing and evaluating initial concepts and project proposals to identify additional opportunities for expanding private investment and private business activity by improving regulation or policies or further improving the overall business climate; allocating development or implementation costs to private investors; involvement of private business in project implementation; Increasing incentives for private investment through investment in projects; or promoting parallel investments from private business interests.

**Qualification, work experience and skills:**

* Academic Degree in Economics, Business, Finance, Law or Similar Field.
* Ten (10) or more years of prior work experience involving the promotion or representation of private investment or private business concerns.
* Demonstrated ability to collect, organize and analyze quantitative and qualitative data and information in making assessments and reaching conclusions
* Developed organizational and communicative skills
* Working experience with an agency for planning or economic development, a trade promotion or investment promotion agency, or a donor international organization has the advantage.
* Experience in the energy sector is another priority.

**GENERAL INFORMATION ON CANDIDATES REGARDING APPLICATION**

**PROCEDURES**

The Office of the Prime Minister provides equal employment opportunities for all citizens of the Republic of Kosovo and welcomes applications from all communities in Kosovo.

Candidates for the above mentioned positions must submit the following documents:

* CV
* Motivation letter.
* Documentation foreseen in terms of employment (evidence of professional qualification, work experience, references etc. Diplomas earned abroad should be validated by MEST).
* Certificate (proof) that it is not under investigation.
* Citizen of Kosovo (copy of passport or identity card).

The vacancy with application data can be found on the Web site: http: //www.rks-gov.net/pm/; http://www.kryeministri-ks.net/zck/.

The documentation must be submitted to the Human Resources Office, Government Building, IV floor, office no. 406.

Incomplete documentation with required information's will be considered invalid.

Due to the large number of applications received, only the candidates selected on the shortlist will be contacted.

The duration of the contract for engaging experts is 6 month.

The payment for expert engagement is negotiable.

**The deadline for the vacancy is from 17/ 04/2019 until 23/04/2019 until 16:00.**

Requests sent after the last application date will not be accepted.

For additional information, please call the following numbers: 038 200 14 818 and 038 200 14 817.