



“Bridging the Gap II: Inclusive policies and services for equal rights of persons with disabilities”

PROFESSIONAL VACANCY ANNOUNCEMENT NO.EU/AICS/PM/02/2018

PROJECT MANAGER

PROGRAM DESCRIPTION

Under the European Commission’s Multiannual Indicative Programme 2014-2017 of the Thematic Programme “Global Public Goods and Challenges”, Human Development / Employment, decent work, skills, social protection and social inclusion, AICS has been delegated to implement a component of the EU Flagship Project “Bridging the Gap II: Inclusive policies and services for equal rights of persons with disabilities” (DCI-HUM/2016/379-983) in Sudan. The overall objective is to enhance the implementation of the UN Convention of the Rights of Persons with Disabilities in Sudan.

Expected start of employment: at the end of the selection process.

Contract duration: 12 months.

Duty station: Khartoum with expected duty travels in the areas of intervention.

Remuneration: Euro 3.800 – 3.900 month/ gross.

1. KEY FUNCTIONS

The Project Manager is responsible for supporting the Team Leader in implementing the EU Flagship Project “Bridging the Gap II: Inclusive policies and services for equal rights of persons with disabilities” (DCI-HUM/2016/379-983) including management of the small grants scheme in Sudan.

In particular, the Project Manager will be directly responsible for:

- Direct implementation of the action in the beneficiary country under the coordination of the Project Management Unit (PMU);
- Manage the links with the local agencies and their headquarters;
- Organise workshops, trainings, roundtables;
- He/she will be in charge of the activities of the project in Sudan towards government and Disabled people's organization (DPO) stakeholders;

- He/she will perform regular feedback and update for coordination and on-line with the annual actions determined by the consortium;
- Prepare term of reference of the technical experts with support of the PMU for training technical assistance and support with logistics;
- Manage the financial aspects of the project;
- Contribute to the technical and financial report (with information of the country activities).

2. REQUIREMENTS

Education:

University degree (level 6 European Qualification Framework EQF) in in Social Sciences, Development Studies, Public Management or related field.

The candidates can avail themselves of the equivalences for the admission to public competition, published on the web-site of the Ministry of the Education, University and Research www.miur.it.

Language:

English both written and spoken (C1 European level).

Experience and competencies:

- Minimum 3 years of experience in disability and inclusion sector
- At least 3 years of experience in management of development cooperation projects
- Experience in managing technical assistance projects and organizing learning events.
- Good knowledge of Italian and European procurement procedures (PRAG)
- Experience working with INGOs or national and local government agencies related to the sector of intervention, as well as with other international / national counterparts and donors, in particular the EU.
- Proficient in using computer including Microsoft programs, spread sheets, Email (Outlook) and internet.

The following **preferred requirements** will also be taken into consideration:

- Experience in Project Cycle Management in the context of economic and social development programs.
- Basic Italian knowledge will be an asset.
- Previous work experience in Sudan.
- Lived experience of disability is desirable.

3. EVALUATION OF APPLICATIONS

The selection will be conducted by an Evaluation Commission nominated by the Head of Office in Khartoum according to the following criteria:

Education, experience, competencies and preferred requirements (Max 70 points)

Verification of the possession of the essential and preferred requirements according to the documentation presented by the candidate, with particular reference to the academic titles obtained and the professional experience gained.

Candidates scoring at least 55 points will be included in the shortlist and will be invited for an interview.

Interview (Max 30 points)

The interview will be carried out through audio/video connection (e.g. Skype), or at the premises AICS Office in Khartoum

No reimbursement will be granted to those travelling to Khartoum for the interview.

Candidates scoring at least 79 points at the end of the process will be included in a final list of endorsed candidates valid till the end of the program.

Youngest candidates will be preferred in case of a final equal score.

4. HOW TO APPLY

The submission of the application duly signed should indicate the number of the vacancy announcement. The application shall be written in English and include a Legally Binding Self-declaration, (according to art. 46 of Italian D.P.R. 28.12.2000 n. 445), indicating:

- a) Surname, name, date and place of birth.
- b) Residence.
- c) Citizenship.
- d) Only for Italian citizen, specify the name of the municipality where the applicant is registered for the electoral roll.
- e) Absence of conviction for any criminal offence or of any criminal process pending.
- f) No involvement in current legal or penal action for crimes against Public Administration.
- g) Studies certificates indicating the dates of issue and the names of Academic Institutions.
- h) Fully possession of political and civil rights.
- i) Not having being dismissed for fault from employment by a Public Administration office.

Any false declaration will incur penal sanctions according to article 76 of Italian D.P.R. 28.12.2000, n. 445.

The application shall also include:

1. Motivation letter in English.
2. Copy of valid Passport.
3. Curriculum vitae in English (Europass format).
4. Three (3) references

The applicant should also provide a telephone number and an email address for communications. The applicant must communicate any changes occurring after the submission of the application for this vacancy. The signed application and all attachments should be received before 12:00 (Central European time) on the **26th June 2018** at the following email addresses: recruitment.aics@coopitsudan.org

We encourage applicants to submit the application well before the deadline date. The subject of the email must contain the vacancy announcement number.

6. EXCLUSION FROM SELECTION PROCEDURES

Applications containing the following defects will not be considered:

- a) Applications made without having all requirements described in this announcement
- b) Application not signed
- c) Application received after the deadline stated in this announcement

7. RESULTS OF THE SELECTION

Only the short-listed candidates will be informed of the results of the selection process.

8. PROTECTION OF PRIVACY

The candidates will give their unambiguous consent to the use of their personal data for the purpose of this selection process (Italian D. Lgs. 196/2003).

9. PROTECTION CLAUSE

At any stage of the selection process the Italian Agency for Development and Cooperation in Khartoum, has the right at its own complete discretion to terminate the recruitment process.

11/06/2018

Head of Office Khartoum

Vincenzo Racalbuto

