



Support to participation in EU Programmes - Serbia

21.05.2019

REQUEST FORM FOR APPROVAL OF NKE NO: 12

Proposed position	Junior Non-Key Expert (JNKE)
Main area of expertise	Training material development expert
Name of the proposed Experts	NN
Specific details of the assignment to be undertaken (in detail)	<p>Activities</p> <p>Task 3.1.1. Developing and gaining approval for NCP and stakeholder training material</p> <p>Under the following activities the 1 Junior Non-Key Expert (JNKE) will support the SKNE expert on Training material development in:</p> <p>Based on a TNA result:</p> <ul style="list-style-type: none"> • Research on available material and sources for seminars on EU and local sites • Develop a material for 6 seminars • Discuss and get approval of material from beneficiary
Profile of the expert	<p>For this task a Junior Non-Key Expert (JNKE)</p> <p>will be recruited with the following requirements:</p> <p><u>Qualifications and Skills:</u></p> <ul style="list-style-type: none"> - Higher Education in Management, economics, pedagogics - Fluent in English (oral / written) - <p><u>General Professional Experience:</u></p> <ul style="list-style-type: none"> - 3 years but preferable 5 years of general professional experience - <p><u>Professional Experience (in the relevant field):</u></p>



REPUBLIC OF SERBIA
MINISTRY OF EUROPEAN INTEGRATION

MINISTRY OF FINANCE
Department for Contracting and Financing
of EU Funded Programmes



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	<ul style="list-style-type: none"> - Experience in preparing of seminar materials (e.g. presentations) - Experience with graphic design packages (Photoshop / Viso) - Knowledge of sources for training material - Good Reporting skills 	
Expected Outputs	<ul style="list-style-type: none"> • Contribution to the 6 Presentation in PP for Training events developed by SNKE • Contribution to the 6 Cases studies developed by SNKE • Contribution to the 6 one page key lessons learned developed by SNKE • Mission report 	
Working days allocated to the specific assignment	Currently requested	Previously approved for this Expert under this activity
	10	0
Period of performance	From: 17.06.2019	To: 30.10.2020
Place of posting	The Mission location will be in Belgrade, Republic of Serbia.	
Procedure for application:	Interested candidates should submit their CVs and Working Certificates to the Project Administrator: Aleksandra Sljivic on email: a.sljivic@idi.ie until 21 June 2019 .	