

**CALL FOR APPLICATION FOR THE REQUIRMENT OF NON-KEY EXPERTS**

The EU funded project “Support to Public Administration Reform under the PAR Sector Reform Contract (EuropeAid/137928/DH/SER/RS)” is opening a **Call for Application** for the creation of a pool of experts for the employment of short-term expertise during the course of project implementation.

**Project context:**

The **overall objective of the programme** is to strengthen the institutional and human resource capacities of the public administration and thereby improve efficiency, accountability and transparency and the quality of service delivery.

The **purpose** of the contract is to strengthen capacity of the central government to manage the comprehensive public administration reform and coordination of implementation of the PAR Sector Reform Contract through four main components:

Component	Result
Component 1: Support to Policy Making and Implementation Process	Evidence-based public policy development and coordination (covering policy planning, analysis, formulation, adoption, coordination, implementation, monitoring and evaluation) embedded in the national system through formulation and elaboration of practical tools and processes for implementation of the Law on Planning System and accompanying regulations.
Component 2: Capacity Building	Principle beneficiaries (PPS and MPALSG) and line Ministries equipped with policy development and coordination (covering planning, analysis, formulation, coordination, implementation, monitoring, evaluation and reporting) skills covering technical, analytical and other soft skills required through tailor made capacity building, mentoring and training programmes based on the policy planning system legislative framework
Component 3: Support for Further Development of the PAR Strategic Framework	General strategic framework for implementation and monitoring of the public administration reform and its underlying sub-strategies for enhancement of public policy management and regulatory reform and e-government strengthened and further developed
Component 4: Support to the Implementation of the PAR Sector Reform Contract	Early warning system for achievement of indicators and a functional reporting system for implementation of the PAR-SRC established.

The Contract has been awarded by the European Union, represented by the Delegation of the European Union to Serbia (Contracting Authority of the Project), on behalf of and for the account of Serbia as beneficiary country to the consortium led by GOPA Consultants with its partners B&S Europe, PricewaterhouseCoopers EU Services and Belit d.o.o.

The Project started in March 2018 and its duration is 30 months.

The consortium intends to recruit experts in the following fields of expertise:

1. Public Policy Management (Junior)
2. Planning and Strategy Expert (Junior)
3. Policy and Regulatory Impact Assessment (Senior)
4. Data Management (Senior)
5. Data Management (Junior)
6. Public Consultations (Senior)
7. Public Consultations (Junior)
8. Policy Costing (Senior)
9. Policy Costing (Junior)
10. Training Needs Analysis (Senior)
11. Training Needs Analysis (Junior)
12. Capacity Building (curriculum development, training and mentoring) (Senior)
13. Training Coordinator (Junior)
14. Change Management (Senior)
15. Change Management (Junior)
16. E-government (Senior)
17. IT/E-Government (Junior)
18. Assessments and evaluations (Senior)
19. Assessments and evaluations (Junior)
20. Capacity assessments of public institutions (Senior)
21. PFM and Medium Term Expenditure Frameworks (Senior)
22. Sector Budget Support (Senior)

[Please find detailed requirements for each field of expertise as PDF under this link.](#)

The identified profiles and requirements are subject to potential change and amendments as needs arise in coordination with the beneficiary institution during the course of project implementation.

Qualifying candidates are encouraged to apply for more than one position, according to the published required skills/qualifications. Candidates are supposed to indicate in their application the field(s) of expertise/position(s), indicated above, they intend to apply for.

Interested candidates need to submit the following documents:

- CV in English in EU format ([CV template](#)), indicating clearly their field(s) of expertise and projects they worked (not lengthier than 3 pages) including an indication of working days/months per each assignment/employment;
- Copies of all relevant diplomas and work certificates as accompanying evidence of the candidate's CV (can be handed in later, but need to be presented latest during the selection process);
- [GOPA privacy statement](#), please see below;

Applications shall be submitted not later than 20<sup>th</sup> August 2018, by an e-mail to Dusan Popovic:  
[Dusan.Popovic@gopa.de](mailto:Dusan.Popovic@gopa.de).

The experts with relevant experience (CV's) will be shortlisted and included in a 'pool of experts'. The shortlisted candidates will be contacted in the course of project implementation, as the need arises.

Experts must be independent and free from conflicts of interest within the activities to be performed, as elaborated in ToR.

Civil servants/public officials and other staff of the public administration of the Beneficiary country cannot be recruited as experts.

Applications not responding to above mentioned minimum requirements / criteria cannot not be taken into consideration.

### **Protection of personal data**

The personal data processing activities within this project are governed by the General Data Protection Regulation (Regulation (EU) 2016/679).

We are committed to complying with the GDPR and the national data protection laws. For us, data protection is a corporate matter of high priority and we only work with partners who can also demonstrate an appropriate level of data protection within your processing framework. We only process your data if you have given us your express consent, if this is based on a contract or pre-contractual measures on a service basis or if the relevant laws permit or require data processing. The following data protection information covers both the currently applicable national legal framework and the requirements of the General Data Protection Regulation (GDPR) valid throughout Europe from 25 May 2018. References to legal bases of the GDPR will apply from 25 May 2018.

Please download our [privacy statement](#) and submit a signed copy with your application.

**The project is an equal opportunities employer.**