

Position Title: Senior Public Investment Management (PIM) Specialists

Activation Date: 13 Oct, 2019 Announced Date: 13 Oct, 2019 Expire Date: 26 Oct, 2019

Job Location: [Kabul](#)
Nationality: Afghan
Category: Management
Employment Type: Full Time
Salary: NTA Scale, Grade B
Vacancy Number: 041
No. Of Jobs: 1
City: Kabul but with field visits to all EZ-Kar coverage cities periodically
Organization: Ministry of Economy
Years of Experience: 6
Contract Duration:
Gender: Male/Female
Education: A Master's Degree in Business Administration, Public Administration or a related field is preferred.
Close date: 26 Oct, 2019

About Ministry of Economy:

Introduction to the Program:

The recent wave of returnees and the growing IDP population have put an enormous pressure on Afghanistan's inundated service delivery systems, as well as on the social, economic and physical infrastructure of the communities that host these groups. The Eshiteghal Zaiee – Karmondena (EZ-Kar) is a Project that proposes to mitigate the enormous pressure caused by the displacement crises, while also enhancing the opportunities it presents for economic development. Thus EZ-Kar fits within the international context of integrating humanitarian approaches with development. There is a strong emphasis in the project on regulatory reforms at

municipal and national levels to support business owners and enhance the ease of doing business, developing market-based infrastructure, and creating short and medium term economic opportunities as well as removing impediments to their re-integration. The Project Development Objective (PDO) is to provide an enabling environment for economic opportunities in cities where there's a high influx of displaced people. The EZ-Kar project will reach Afghan refugees living in Pakistan and citizens within Afghanistan in 13 cities in Afghanistan namely: Jalalabad (Nangarhar), Kabul City (Kabul Province), Kandahar City (Kandahar Province), Herat City (Herat Province), Puli Khumri (Baghlan), Maimana (Faryab), Ferozkoh/ Chaghcheran (Ghor), Khost Matun (Khost province), Asadabad (Kunar), Kunduz City (Kunduz Province), Mehtarlam (Laghman), Parun (Nuristan) and Taloqan (Takhar). The EZ-Kar is again an inter-ministerial approach to the displacement crises, with multiple implementing agencies (IAs) including the Ministry of Foreign Affairs (MoFA), the Ministry of Economy (MoEc), the Kabul Municipality (KM), and the Independent Directorate of Local Governance (ILDG).

The MoEC handles Component #5 of the EZ-Kar which includes: (a) national level regulatory reforms and (b) serving as the lead agency for the Program and thus coordinating between the four different implementing agencies for all five components. The MoEC will execute this through a Project Implementation Unit (PIU) embedded within the Ministry's Directorate of Local Services, under the Deputy Ministry for Technical Affairs.

Part of the MoEc's responsibilities under Component #5 includes reviewing all investments/ priority projects/ subprojects proposed by the Independent Directorate of Local Governance (IDLG) for Components 2.2 and 3, and by the Kabul Municipality (KM) for Component 4. The proposals need to be reviewed against the Public Investment Management (PIM) framework criteria. Given the greater experience of the MoF in this regard, the MoF will be seconding the staff in these positions to the MoEc EZ-Kar PIU to support the Ministry for this responsibility

Job Description:

Roles and Responsibilities

Public Investment Management (PIM)

Prepare clear criteria for the review of all investments stated above using a SIMPLIFIED PIM framework. Prepare and disseminate clear Project Concept Note (PCN) templates that respond to the criteria.

Provide trainings to the IDLG and KM EZ-Kar teams to ensure that the responsible teams for preparing the concept notes for the Component 2.2, 3 and 4 are fully informed of the template and basis for approval.

Maintain soft and hard copy lists of all project concept notes (PCNs) received from

The IDLG from Business Gozars for subprojects under Component 2.2,
The IDLG from Municipalities of the cities of Kandahar, Herat, Jalalabad and Khost for priority projects under Component 3,
The KM for priority projects in Kabul city under Component 4.

Record PCNs into IBP and maintain hard and soft documentation of PCNs received from line ministries/private sector etc.

Receive and carry out initial screening of PCNs.

Provide recommendation on strategic fit analysis to PEC and file PEC decisions into IBP.

Provide recommendation on Pre-Feasibility Studies at the second stage and file PEC decision/minutes into IBP.

Provide recommendation on Feasibility Studies at the third stage and file PEC decision/minutes.

Coordinate PCNs and other responsibilities/tasks with PIM Directorate, MoEC, President's office (if the position is placed in CPA).

Enter summarized details of all PCNs that are approved into the MoEc EZ-Kar database.

Performance-Based Grant Disbursement Approvals

Review the requests from IDLG and KM for second and third tranche disbursements for the approved subprojects/ investments.

Ensure that the construction permit reform action plan has been prepared, for Components 2.2, 3 and 4, and the City Investment Project (CIP) reform requirements for Component 3 have been met satisfactorily before approving disbursement of tranche #2 of the grants.

Ensure that the construction permit regulatory reforms have been implemented before approving the disbursement of tranche #3 of the grants for Components 2.2, 3 and 4.

Enter summarized details of all second and third tranche approvals provided into the MoEc EZ-Kar

Any other responsibilities that may be reasonably required by the Executive Director and/or Deputy Minister.

Job Requirements:

Academic: A Master's Degree in Business Administration, Public Administration or a related field is preferred. A Bachelor's Degree in the stated disciplines or similar is required. (Note: Exceptionally a Bachelor's Degree in other disciplines will also be considered provided the work experience of the candidate(s) is considered ideal).

Work Experience: A minimum of 6 years of overall work experience, of which a minimum of 3 full years post-completion of the Bachelor's Degree is required. Also required is a minimum of 4

full years working in positions with similar/ directly related operational functions, and a minimum of 2 full years with managerial responsibilities included.

Other Requirements:

Previous experience working with the Public Investment Management (PIM) framework
Previous experience reviewing concept notes, proposals etc for infrastructure subprojects against economic criteria
Working fluency in English
Fluency in Dari or Pashto
Working fluency in MS Office (especially Word, Excel and PowerPoint)
Ability to work under pressure and with frequency changing priorities
Ability to work with minimal supervision and be self-motivated

Submission Guideline:

All qualified applicants are hereby requested, to send their updated CV's, copies of educational credentials attested and evaluated by ministry of higher education, and work experience contracts to the following emails.

To: hr.moec.ezkar@gmail.com & CC: moec.consultants@gmail.com

Please refrain from sending extra and unnecessary documents, certificates and recommendation letters.

In case if you have any questions and or queries, please contact the following phone #

0786733310

Submission Email:

To: hr.moec.ezkar@gmail.com & CC: moec.consultants@gmail.com