Vacancy Announcement: “National Project Manager” - SC

Office: FAO Iraq Representation. Location: Baghdad. Expected Start Date of Assignment: 01 April 2020

Duration: 4 months (extendable)

Under the overall supervision of the FAO Representative in Iraq, the direct supervision of the international technical expert and in consultation with the relevant technical divisions at FAO headquarters and RNE Lead Technical Officer, the National Technical Assistant of the project entitled “Improving delivery of animal health services and disease surveillance in the targeted governorates” will:

- Support the International technical expert in the daily implementation of the project in line with the operational procedures;
- Ensure appropriate coordination with the project and FAO Iraq team on all administration, communication, and field operations aspects;
- Support the project team during the recruitment of national project staff, trainers, consultants, including the preparation of job descriptions, and identify technical assistance required;
- Act as the Secretary to the Project Steering Committees which provide guidance to and supervision of project implementation, and decide on any required modifications (extension, budget amendments, etc.);
- Ensure effective liaison with the relevant government counterparts and other key partners and stakeholders on a regular basis;
- Enhance and closely monitor progress on implementation in relation to annual work programmes, in particular, timeliness, achievement of project objectives and impact, and implement corrective measures when needed;
- Ensure preparation of required reports as per the rules and regulations applicable to it;
- Ensure support to the identification and implementation of training programmes (technical and management aspects), and equipment/technology packages (including technical specifications and estimated costs);
- Ensure delivery of technical assistance to government counterparts on policy and technical matters related to the project (including, surveillance and information analysis);
- Assist in preparing, reviewing and issuing tenders, Letters of Agreements and other contractual arrangements for implementation of project activities;
- Develop, together with relevant FAO technical divisions and relevant line ministries, a database of activities and achievements/results, providing key data and issues for discussion as appropriate, and ensure timely dissemination of relevant information;
- Prepare in collaboration with FAO technical divisions and relevant line ministries all necessary profiles and briefs related to the veterinary programme for potential funding and donor requests;
- Perform other related duties as required.

Minimum Requirements:

- B.Sc. Degree (or equivalent) in Veterinary science or a related livestock discipline from a recognized University.
- at least 10 years’ experience in implementation and monitoring veterinary and livestock development activities and projects with a substantial part at managerial and supervisory levels.
- Knowledge of the structure and function of Ministries, an intimate understanding of the Ministry of Agriculture and related State services command the respect of colleagues and associated within her/his profession, and possess well developed diplomatic skills.
- Fluency in English (Level C) is a prerequisite.

Core Competencies

- Results Focus
- Teamwork
- Communication
- Building Effective Relationships
- Knowledge Sharing and Continuous Improvement

Interested applicants meeting the ‘Required qualifications’ may send application and CVs by e-mail to: fao-iq@fao.org

Please input subject: “APPLICATION FOR “National Project Manager” - Only short-listed candidates will be contacted.

Application Deadline: 24 March 2020