



## **AFRICAN DEVELOPMENT BANK – TANZANIA COUNTRY OFFICE**

### **National Vacancy Announcement**

The African Development Bank Field Office in Tanzania (TZFO) has been established to strengthen dialogue between the Bank and the government, development partners, the private sector, and the civil society, in the design of its development policy and programs, as well as on implementation, monitoring and evaluation of the poverty reduction strategy. TZFO also seeks to assist the operational functions of the Bank Group in launching and follow up of projects and programs in Tanzania with a view to enhancing portfolio quality, identification, promotion of participatory approach, and regional integration. TZFO invites applications from qualified candidates to fill in the following vacant position. This position is national and posting will be in Tanzania.

#### **Senior Energy Officer**

Under the general supervision of the Resident Representative and reporting to the Division Manager for Eastern and Southern Africa Energy (ONEC.2), the incumbent will work in close collaboration with the Tunis-based energy Task Managers and generally perform the functions of the Country Office and any such other responsibilities as may be assigned to him/her.

#### **Duties and responsibilities:**

- Provide expert, technical sector and policy-related advice on issues related to the financing of energy projects in Tanzania;
- Participate in the development of strategies, policies and procedures relating to the financing of energy projects in Tanzania ;
- Contribute to the generation of a healthy pipeline of energy projects and programmes which could be considered for assistance by the Bank;
- Participate in missions from Headquarters and country office aimed at identifying project proposals in Tanzania and serve as a resource person specialist and contribute to the identification, preparation, appraisal, launching, supervision, and completion of energy sector missions, and ensure that the project sponsors comply with all the contractual terms;
- Participate in preparation and appraisal missions to collect and analyze all necessary economic, financial, legal, market and technical information/data required to evaluate potential energy projects;
- Participate in the preparation of appraisal reports and investment proposals for energy projects;
- Assist in the processing of disbursements for approved projects, ensuring project sponsors' compliance with all contractual obligations;
- Contribute to the preparation of the policy statements, papers, briefs, and various reports on financing of energy projects;
- Plan and carry out the supervision of approved projects, to ensure their implementation according to design; this involves reviewing progress reports, conducting supervision missions, preparing project supervision reports and recommending appropriate measures to deal with problem projects;

- Represent the Bank in international seminars/conferences/workshops dealing with the financing of energy projects in Tanzania;
- Gather, maintain and disseminate information on the financing of energy projects;
- Participate in the policy dialogue mission with government officials; identify investment opportunities for possible Bank financing;
- Promote Bank public sector operations and programmes to government officials, development partners, etc.
- Undertake analytical work in the energy sector and advise the HQs on how to ensure sustainability of benefits of Bank-financed projects and programs;
- Participate in the energy sector working group activities, related donor-coordination meetings, joint portfolio review meetings, and policy dialogue missions, and advise the Resident Representative and Management on policy issues in the sector;
- Provide expert advice on energy sector financing issues, contribute to the preparation and development of strategy, policy and reports, and generation of healthy public and private pipeline of projects;
- Review documents and reports submitted by executing agencies and advise HQs;
- Actively participate and follow on regional energy initiative;
- Participates in other technical tasks assigned by the Resident Representative.

### **Selection Criteria**

- At least a Master's degree in electrical engineering or a related field; an MBA or similar Business Graduate degree is highly desirable
- Minimum 5 years of relevant professional experience in project origination and sector analysis;
- Full understanding of the principles of project cycle and project implementation;
- Proven ability to interact competently with the staff of government and donor agencies on issues relating to aid coordination, as well as with the private sector;
- Competence in the use of Bank standard software applications (Word, Excel, PowerPoint, Access, MS Projects);
- Capacity to communicate effectively (written and oral) in English. Knowledge of French is an added advantage.

### **Terms of Employment**

Three years on a fixed-term contract with possibilities of renewal based on performance.

Only applicants who fully meet the Bank's requirements and are being considered for interview will be contacted. Applicants will only be considered if they submit a fully completed Personal History Form (PHF), available from the Bank's web site, and attach a comprehensive Curriculum Vitae (CV) indicating date of birth and nationality. The President, ADB, reserves the right to appoint a candidate at a lower level. The African Development Bank is an equal opportunities employer and female candidates are strongly encouraged to apply <http://www.afdb.org/jobs>

**Electronically submit your application & CV no later than 5:00 pm on 30<sup>th</sup> June 2011**