



Republic of Angola

MINISTRY OF ECONOMY AND PLANNING

**INSTITUTIONAL CAPACITY BUILDING FOR PRIVATE SECTOR
DEVELOPMENT PROJECT**

**PROJECT FINANCIAL MANAGEMENT SPECIALIST
(INDIVIDUAL CONSULTING SERVICES)**

Finance Agreement Reference: 2000130012581

Project No. P-AO-K00-0006

The Government of Angola (GOA) has negotiated and received a loan from the African Development Bank (AfDB) towards the cost of implementation of the Institutional Capacity Building for Private Sector Development Project (ICBPSDP), and intends to apply part of the agreed amount for this loan to payments under the contract for a Financial Management Specialist, to assist the Financial Manager in delivering the administrative, accounting, budgetary and financial tasks assigned to him/her. The estimated duration of services is for an initial period of twelve (12) months, with possibility of extension.

The services included under this assignment are:

- Maintain a proper system of accounting and ensure that all economic transactions are recorded and maintained in line with approved accounting standards and in accordance with Government's regulations and AfDB's accounting and financial rules and procedures.
- Produce monthly, quarterly and annual financial reports on project implementation and ensure their timely submission to all stakeholders
- Draw up annual project budgets and work plans together with the PIU management and those for the sub implementing agencies including tracking and reporting on the progress of the budget execution periodically
- Establishing/enhancing systems of internal controls and ensure strict adherence for all areas of project operation.
- Prepare for and coordinate and supervise all financial and administrative audits in a timely manner.
- Liaise and provide training as a measure of capacity building to the Ministry's finance staff in Financial Management and disbursement of Bank-financed projects;
- Ensure effective coordination of Project internal and external audits and liaise with the internal/external auditors and follow up any audit queries/management letters.

Qualifications:

- A Bachelor's degree in finance and/or accounting
- Possession of a professional Accounting and/ or Auditing qualification such as ACCA, CIMA, CA or equivalent will be a plus.
- At least 5 years of general work experience of which at least 3 years of relevant work experience in external financed projects such the African Development Bank, World Bank, and other multilateral institutions
- Comprehensive computer skills with practical knowledge of Microsoft Office (especially Word & Excel) and Accounting Software. Knowledge of TOMPRO will be a plus.
- Fluency in English or French is mandatory. Fluency or working knowledge of Portuguese is an advantage.

Evaluation Criteria

Academic Qualifications	up to 30 points
General experience and relevant experience for the assignment	up to 50 points
Experience with international organizations	up to 10 points
Language (Portuguese)	up to 10 points

The Government of Angola through the Ministry of Economy and Planning now invites eligible individual consultants to indicate their interest in providing these services. Interested consultants must provide information indicating that they are qualified to perform the services (including English version of their CVs).

Eligibility criteria, establishment of the short-list and the selection procedure shall be in accordance with the African Development Bank's "*Rules and Procedures for the use of Consultants*" dated May 2008 and revised in July 2012, which is available on the Bank's website at <http://www.afdb.org>.

Interested consultants may obtain further information at the address below during office hours from 08.00 to 17.00 hours.

Expressions of interest must be delivered to the address below by **June 11th, 2018, at 15.30 local time** and mention '**RELAUNCHING-RECRUITMENT OF PROJECT FINANCIAL MANAGEMENT SPECIALIST**'.

Attn: Lourenço Filipe

Project Coordinator

Institutional Capacity Building for Private Sector Development Project (ICBPSD)

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