

REQUEST FOR EXPRESSIONS OF INTEREST

Consultancy on Finance and Training Coordinator

AFRICAN DEVELOPMENT BANK
Statistics Department (ECST)
Avenue Joseph Anoma
01 B.P. 1387
Abidjan 01
Cote d'ivoire

Email : k.l.kouakou@afdb.org;
m.mzid@afdb.org

I BACKGROUND

The goal of the Statistics Department (ECST) of African Development Bank (AfDB) is to position the institution as the leader and partner of choice for statistical development work in Africa. To that end, its activities focus on: (i) responding to the ever-increasing demand for good statistics to facilitate the design of effective policies and programs and to serve as a tool for monitoring and evaluation (M&E) of development results geared towards fostering more inclusive and transformative growth in African; (ii) providing technical and financial support to African countries to meet the data needs for the AfDB's High 5s agenda, as well as the post-2015 SDGs agenda; and (iii) paying a close attention to post-conflict and transitional states, which need targeted and customized support for statistical capacity building.

The activities of the recruiting division, the Economic and the Social Statistics Division (ECST.1), focus on providing technical and financial support to AfDB's Regional Member countries (RMCs) in generating data to inform the design, implementation, monitoring and evaluation of development results of policies and strategies. Activities include but are not limited to:

- a) Managing and disseminating data for the AfDB's High 5 and SDGs agenda in RMCs through the Africa Information Highway (AIH) initiative, which aims at revolutionizing data management and dissemination in Africa and serves as a central repository and hub for easy access to real-time development data on African countries;
- b) Coordinating the One Bank Data System, once set up, to ensure quality and consistency of the data that inform the Results Measurement Framework;

- c) Providing support to RMCs on conducting surveys and generating poverty profiles of RMCs to inform the design and implementation of national poverty reduction strategies;
- d) Providing systematic statistical support for country programming and project cycle activities;
- e) Building partnerships with internal and external stakeholders and engage at the appropriate levels to coordinate the Bank's statistical activities to enable consistent monitoring and evaluation of the Bank's strategic goals;
- f) Leading the process of tracking economic and social development on the continent and generating projections of macroeconomic indicators for RMCs for the purpose of informing the African Economic Outlook process and other flagship publications of the Bank;
- g) Providing the Bank and member countries with comparative research analysis, socioeconomic data and projections of the most widely used socio-economic parameters relating to Africa's economy and Bank Group operations;

II SCOPE OF CONSULTANT'S WORK

The consultant will primarily be tasked with monitoring the budget of the division and ensuring all funds are properly utilized in accordance with Bank rules and regulations. S/He will also be responsible for organizing several training workshops for country statisticians and government officials hosted by the division in RMCs. The Consultant will report to the Manager of the Economic and the Social Statistics Division.

III EXPECTED DELIVERABLES

The consultant will be responsible for completing the following activities:

1. Closely monitor the division's budgets to ensure the funds are appropriately utilized, and assist in the budget preparation process;
2. Ensure that all financial and administrative transactions are carried out according to Bank requirements;
3. Serve as the principal liaison between ECST1 and the Disbursement division;
4. Serve as the primary coordinator for training workshops and other large-scale events conducted by the division;
5. Produce articles for various mediums (intranet, newsletters, etc.) that showcase the outcomes of the training workshops and other work of the division;
6. Fulfill any other duties as requested by the Division Manager or Director.

IV The Statistics Department (ECST) invites Individual Consultants to indicate their interest in providing the above-described services. Interested Consultants shall provide information on their qualifications and experience demonstrating their ability to undertake this Assignment (documents, reference to similar services, experience in similar assignments, etc.).

V. The eligibility criteria, the establishment of a short list and the selection procedure shall be in conformity with the Bank's Procurement Policy for Recruitment of Corporate Consultants. Please, note that interest expressed by a Consultant does not imply any obligation on the part of the Bank to include him/her in the shortlist.

VI. The estimated duration of services is twelve Months (12) and the estimated starting date is 22th October 2018.

VII. Interested Individual Consultants may obtain further information at the address below during the Bank's working hours: from 08:00 to 17:00 Hours, Abidjan Local Time. Expression of interest must be received at address not later than 11th October 2018 at 15:00 hours Abidjan local time, and specifically mentioning: **Consultancy on Consultancy on Finance and Training Coordinator Consultancy**

For Attention of Mrs. Mzid Meriem

Statistics Department (ECST)

Avenue Joseph Anoma

01 B.P. 1387

Abidjan 01

Côte d'Ivoire

Phone: (+225) 20 26 58 51

E-mail: m.mzid@afdb.org

Requests for clarifications may be sent to: C.BARADANDIKANYA@AFDB.ORG

TERMS OF REFERENCE

Consultancy on Finance and Training Coordinator

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IV GENERAL QUALIFICATIONS AND SUITABILITY FOR THE TASK

- 1 At least a Master's/post graduate degree in a finance or economic.
- 2 Minimum of 5 years relevant professional experience.
- 3 Competence in the use of standard software and finance packages used in the Bank (Microsoft Office packages, knowledge of SAP an advantage).
- 4 Ability to communicate effectively in English, with a good working knowledge of French.
- 5 Ability to write reports and complete tasks on a timely basis.
- 6 Excellent interpersonal and coordination skills in liaising with colleagues.
- 7 Ability to work in both a team environment and, in specific areas, with a considerable degree of independence.
- 8 Experience of working in a developing country environment, preferably in Africa,

V DURATION OF CONSULTATION

The consultant will be recruited for a period of twelve months (12 months).