

## REQUEST FOR EXPRESSIONS OF INTEREST

**African Development Bank Group**  
**Eastern Africa Regional Development and Business Delivery Office (RDGE)**  
**Khushee Towers, Longonot Road Plot 11, Upper Hill**  
**P.O Box 4861-00200 | Nairobi - Kenya**  
**E-mail: [H.IMAN@AFDB.ORG](mailto:H.IMAN@AFDB.ORG)**  
**Telephone: + 254 20 2998117**

Expressions of interest are being requested for a Senior Consultant Position

### **TERMS OF REFERENCE FOR A SENIOR CONSULTANT TO SUPPORT TRANSPORT SECTOR WORK PROGRAMME**

*Brief description of the Assignment:* Transport Engineer Consultant with broad understanding of the principles of the project cycle with at least 12 years of experience in result-based project management, sound knowledge of the transport sector in Kenya, and with proven ability to work on policy, institutional and financing aspects of transport projects. The Consultant is required to assist in delivering on the transport portfolio work of the African Development Bank (AfDB)'s Eastern Africa Regional Development and Business Delivery Office (RDGE) in Kenya, including infrastructure construction and maintenance, contract management and procurement, planning and programming of capital and maintenance works. The tasks involve assistance to the Regional Operations Manager to ensure active management and coordination of the Bank's activities and transport sector portfolio in Kenya in collaboration with other Bank's fiduciary departments, and the Government.

Department issuing the request : Eastern Africa Regional Development and Business Delivery Office (RDGE)

Place of assignment : Nairobi, Kenya with occasional travel to project sites

Duration of the assignment : 6 Months

Tentative Date of commencement: **15 April 2019**

Detailed Terms of Reference for the assignment: [See below]

Deadline for applications : 20 March 2019

Applications to be submitted to: Mr. George MAKAJUMA at [g.a.makajuma@afdb.org](mailto:g.a.makajuma@afdb.org) and Mr Hussein Y. IMAN at [H.IMAN@AFDB.ORG](mailto:H.IMAN@AFDB.ORG)

Any questions and requests for clarifications may be sent to: Mr. George MAKAJUMA at [g.a.makajuma@afdb.org](mailto:g.a.makajuma@afdb.org)

Terms of Reference for : Support to Eastern Africa Regional Development and Business Delivery Office (RDGE) Transport Portfolio Management

**TERMS OF REFERENCE**  
**SUPPORT TO EASTERN AFRICA REGIONAL DEVELOPMENT AND BUSINESS**  
**DELIVERY OFFICE (RDGE) TRANSPORT PORTFOLIO MANAGEMENT**

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**1. Introduction**

The African Development Bank (the Bank or AfDB) is a Multilateral Development Bank established in 1964 to catalyze sustainable economic development and social progress in its Regional Member Countries (RMCs), thus contributing to poverty reduction. Through its enhanced decentralized structure, the Bank currently operates in 39 Country Offices across the African continent.

The Eastern Africa Regional Development and Business Delivery Office (RDGE), oversees the Bank's operations in thirteen (13) countries in the Eastern Africa that is Burundi, Comoros, Djibouti, Eritrea, Ethiopia, Kenya, Rwanda, Seychelles, Somalia, Sudan, South Sudan, Tanzania and Uganda.

The African Development Bank is seeking the services of a Transport Engineer in the form of Individual Consultant. The Consultant's duty station shall be the AfDB Regional Office in Kenya (RDGE); and will be required to support its team in charge of the transport sector operations on implementation of the Bank's work program as well as oversee the day-to-day project management activities in Kenya.

**2. Scope of Work**

Under the general and direct supervision of the Regional Operations Manager and Task Manager respectively, the **Consultant** will carry out the following duties relating to Kenya:

- i.) Assist the Task Manager in the identification, preparation, appraisal and implementation supervision of transport projects and programs such as roads/highways, airports, railway, ports and waterways and public transit systems.
- ii.) Task Manage the identification, preparation, appraisal and implementation supervision of part of the transport projects and programs such as roads/highways, airports, railway, ports and waterways and public transit systems.
- iii.) The Consultant will work under the Task Manager in Kenya regional office (RDGE). Alongside the Task Manager, the Consultant will if necessary, be required to visit projects sites to collect the necessary information to make decisions in line with the Bank's Operations manual.
- iv.) The Consultant will manage part of the transport projects in Kenya.
- v.) Participate in the development of appropriate transport policies and strategies at both national and regional levels, in consultation with relevant government agencies, development partners, and other stakeholders.
- vi.) Assist the Task Manager in supervision of the Bank's financed projects in Kenya especially in following up the progress of projects, supervision and monitoring of procurement activities for goods, works and services in accordance with Bank's rules.

Reviewing of the submissions from the Borrower, including tender lists, bidding documents, bid evaluation reports, award recommendation and contracts documents, study and analyses data submitted by Borrower, verifying and approval of contracts for disbursement of funds.

- vii.) Assist the Task Manager in managing of fiduciary responsibilities including procurement, and ensuring compliance with the Bank guidelines and provisions of loans and grants agreements.
- viii.) Manage the review of projects progress reports and provide relevant comments and guidance to the borrower in order to speed up projects implementation.
- ix.) Prior to any mission assigned to the Consultant, she/he should, depending on the type of work required, examine and analyses all project documents available in the Bank on the project and relevant standard Bank documents with a view to preparing the reports or documents required for the project in consultation with the Bank rules of procedure.
- x.) Participate in dialogue with various donors in the country in the transport sector and outline areas of common interest for future funding.
- xi.) Collaborate with other development partners in the transport section for consistency and harmonization of approach, exchange of experience, partnership and financing where appropriate.
- xii.) Represent the Bank in various meetings, workshops as directed by the Regional Operations Manager and the Task Manager.
- xiii.) Organize and conduct post-reviews in coordination with the task manager.

### **3. Consultants' Profile**

The profile of the Junior Consultant, including desirable qualifications, personal attributes, skills, knowledge and experience are:

- The Consultant should be a civil engineer with a minimum of fifteen (15) years of experience in the transport field, including at least ten (10) years spent managing the cycle of donor funded projects;
- The Consultant must have good knowledge of the concepts, principles and practice, which govern best practices in civil engineering works, and the contracting of consultancy services.
- Excellent written and oral communication skills in English, and good command of standard software (e.g. Microsoft Office Suite for word processing, spreadsheets, databases and presentations).
- Have a good knowledge of the rules and procedures regarding the acquisition under donor-funded programs in general and the African Development Bank in particular.
- Self-motivation, dedication and ability to work in diverse situations.
- Capacity to adapt to changing work environments and to apply knowledge to diverse development issues and challenges;
- Ability to work independently and as part of a team;
- Experience in African countries will be an asset, or anyone with Kenyan work permit would be preferred. The Bank is not in any position to apply for a work permit for this position.

**4. Duration of the Services of the Consultant**

The assignment is for **6 months starting on 15 April, 2019** or as specified in the contract. Renewal of the contract will depend on satisfactory performance and ongoing need for the position.

**5. Performance Assessment**

The Consultant's performance shall be assessed based on the quality of their deliverables as assigned.

**6. Method of Application**

Interested and qualified candidates should send their CVs to **Mr George MAKAJUMA at [g.a.makajuma@afdb.org](mailto:g.a.makajuma@afdb.org)** and Copy **Mr. Hussein Y. IMAN** before 20 March 2019 at [H.IMAN@AFDB.ORG](mailto:H.IMAN@AFDB.ORG)

Please attach an updated Curriculum Vitae on the basis of the template below:

**MODEL CURRICULUM VITAE (CV)**

Title of the Assignment:

Department:

Surname:

First Name:

Birth Date:

Nationality:

Address:

Country:

Telephone:

E-mail:

<b>Are any of your family members (spouse/partner, father/mother, Brother/sister, Son/daughter, etc. employed in the African Development Bank?)</b>			<input type="checkbox"/> Yes <input type="checkbox"/> No If « Yes », the following data must be provided
Name	Relationship	Organisation Unit	Place of Assignment

Language Level	Read	Written	Spoken
English	<input type="checkbox"/> Fair <input type="checkbox"/> Good <input type="checkbox"/> Excellent	<input type="checkbox"/> Fair <input type="checkbox"/> Good <input type="checkbox"/> Excellent	<input type="checkbox"/> Fair <input type="checkbox"/> Good <input type="checkbox"/> Excellent
French	<input type="checkbox"/> Fair <input type="checkbox"/> Good <input type="checkbox"/> Excellent	<input type="checkbox"/> Fair <input type="checkbox"/> Good <input type="checkbox"/> Excellent	<input type="checkbox"/> Fair <input type="checkbox"/> Good <input type="checkbox"/> Excellent
Other (specify)	<input type="checkbox"/> Fair <input type="checkbox"/> Good <input type="checkbox"/> Excellent	<input type="checkbox"/> Fair <input type="checkbox"/> Good <input type="checkbox"/> Excellent	<input type="checkbox"/> Fair <input type="checkbox"/> Good <input type="checkbox"/> Excellent

**Key Qualifications:**

Please provide (i) a summary of your experience and training highlighting the most relevant for the proposed assignment, and (ii) the responsibilities which you exercised. Utilize one half-page maximum.

Education (University Level and above only):

Name of University - City – Country	Period		Degree/Diploma Obtained	Main Topic/Major
	From	To		

Name of Training Institution - City – Country	Period		Type of Training	Certificate or Diploma Obtained
	From	To		

**Employment Record:**

Begin with your most recent employment. For each job since your Master Degree achievement, please indicate:

- Name of Employer
- Type of Activity/Business of Employer
- Title/Function
- Place of Employment
- Brief description (three lines maximum) of main accomplishments and responsibilities

**Reference:**

Please indicate the name and address of three persons with no family relationship with yourself, familiar with your character and titles.

**Declaration:**

I hereby certify that the responses which I have provided above are all, to the best of my knowledge, true, complete and accurate. I acknowledge that an inaccurate statement or essential omission in a personal declaration or another document required by the African Development Bank might result in the rejection of my application, termination of my Contract or any other administrative sanction by the Bank. The African Development Bank may verify any statement which I made in this application.

Date: \_\_\_\_\_

*Signature:*