

KINGDOM OF CAMBODIA

**Ministry of Commerce, International Trade Directorate
Department of International Cooperation (DICO)**

**Trade Development Support Program (TDSP)
(Grant No.: TF093573, Program ID No: P109648)**

**REQUEST FOR EXPRESSIONS OF INTEREST
FOR NATIONAL OPERATIONS CONSULTANT**

(REF: TDSP/2014/111)

1. The Kingdom of Cambodia has received financing in the amount of approximately US\$ 15.45 million equivalent, from the Multi Donor Trust Fund, contributed by the European Commission, DANIDA and UNIDO. The fund will be managed by the World Bank as “trustee” to support the “Trade Development Support Program (TDSP)” with the Department of International Cooperation (DICO) of the Ministry of Commerce as the Executing Agency in coordination with other line ministries and stakeholders. The Ministry intends to apply part of the proceeds to payments for goods, works, related services and consulting services to be procured under this project.
2. The Trade SWAp combines the activities of many individual donors within three separate pillars: Pillar 1 for cross-cutting reforms, Pillar 2 for sectorial initiatives and Pillar 3 for capacity building. Many activities that take place within the trade SWAp overlap with each other and therefore the division between pillars is sometimes arbitrary. Guidelines have been put together by the Royal Government of Cambodia (RGC) to organize the various activities taking place in each of the three Pillars of the Trade SWAp, which guidelines are referred to as the Pillar Roadmaps.
3. The DICO, serving as Secretariat to the TDSP, is recruiting a **National Operations Consultant (NOC)** will be based at the Department of International Cooperation (DICO) at the Ministry of Commerce. The consultant will report to the Project Director and Project Manager of TDSP, who are in charge of coordinating the activities of TDSP, including Trade SWAp Pillar Working Groups. The position of **National Operations Consultant** requires a person of particular experience, integrity and knowledge:
 - Bachelor Degree in General Management, Human Resources Management, Finance, Project Management, and other related fields;
 - Demonstrated successful experience in project implementation, administration, and general services;
 - Extensive experience in providing mentoring and on-the-job training in cross-cultural contexts;
 - Preferably an excellent knowledge of the Cambodian governance structure and of provincial governance issues;

- Strong experience working with Government agencies, donors, NGOs and/or United Nations;
 - Excellent communication (including English language skills), and teamwork in cross-cultural contexts;
 - Effective computing skills and reporting; and
 - Ability to live and work under pressure to meet tight deadlines.
4. The NOC is expected to conduct the assigned tasks over a period of **12 months** (including 3-month probation period) carried out on a full-time basis with option to extend subject to satisfactory performance and requirements of the Ministry of Commerce. The candidate will be recruited on a time based contract with payments scheduled upon completion of the deliverables assigned.
 5. DICO invites expressions of interest from qualified and experienced individual candidates to undertake the above mentioned services which are further detailed in the Terms of Reference for this assignment. The successful candidate will be selected in accordance with the provisions of Section V, under the World Bank's Guidelines: Selection and Employment of Consultants by World Bank Borrowers, January 2011.
 6. In submitting their expressions of interest, candidates are kindly requested to indicate the following reference (TDSP/2014/111). Interested candidates must provide their updated curriculum vitae, indicating personal and technical skills, academic qualifications, experience in similar assignments, and experience in Cambodia and/or other developing countries along with the names of at least three (3) referees with contact information (e-mail address, telephone or fax numbers). Expressions of Interest may be submitted electronically followed by the submission of a hard copy as well. If it is submitted in hard copy, candidates must also provide an electronic copy.
 7. Candidates may obtain copies of the detailed Terms of Reference (in English) for the assignment from the address below during office hours from 7:30 to 11:30 and from 14:00 to 17:30 hours, Monday through Friday.
 8. Expressions of interest must be submitted to the address below on or before **14 May 2014 (before 17:00 hours)**.

**The Department of International Cooperation (DICO)
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