

Republic of North Macedonia

Ministry of Transport and Communications

**VACANCY ANNOUNCEMENT**

**Recruitment of Individual Consultant**

**Job Position: Road Infrastructure Expert**

**LRCP-9034-MK-REOI-A.3.1.6.1 and LRCP-9034-MK-REOI-A.3.1.13.2**

**General Information:** The Ministry of Transport and Communications (the CLIENT) intends to engage 2 (two) highly qualified individual Consultants to provide services as Road Infrastructure Experts of the Project Implementation Unit (the PIU) in the Ministry of Transport and Communications in North Macedonia. The Project Implementation Unit is staffed with different experts’ profiles in order to carry out complete project management for the Local Roads Connectivity Project financed by the World Bank. The assignment is full time for a period of 18 months, in all cases not less than up to the end of the project life.

**Project Background:** The Local Roads Connectivity Project (the LRCP) is envisaged to support the selected municipalities by investments in reconstruction, rehabilitation and upgrading of local roads/streets that will enhance their mobility, connectivity and road safety. Moreover, the investments may include: sidewalks, bike paths, street lighting, slope and lands lading stabilization, junction improvement, pedestrian crossings, water drainage and capacity building of the municipal staff.

**Position Objective:** To ensure delivery of quality sub-projects designs ready for tendering and further to ensure the implementation of the civil work contracts is done in accordance with the sub-projects designs within the timeline and budget. To this end, the Expert will plan, monitor, control and give technical advice on all the transport and engineering related activities, in close cooperation with the Project Director and the contractors, supervisors, other consultants, as well as the Ministry of Transport and Communications and other agencies (as described in the Project Operation Manual). He/she will closely monitor the implementation of the activities in order to coordinate the inputs from the different actors, ensure excellent technical execution, quickly address design challenges and efficiently react to unexpected developments. He/she will be responsible for final advice on designs and works acceptance. He/she will enforce, with the help from safeguard experts that all construction works are done in compliance with Bank’s environmental and social policies and as per health and safety on work policies. Aware of the project cycle and Procurement Plans the implementation of activities as per contract specifications and in compliance with the legal/regulatory framework of the World Bank, he/she will ensure that works, goods and services are satisfactorily completed on time, within budget, aligned with the contractual requirements and in a coherent way across components.

**Tasks and Responsibilities:** As part of the PIU the Consultant will Ensure supervision, monitoring and management of all transport and engineering activities included in the Projects; Assist and work together with the other Project Officers on the Projects; Liaise with the Procurement Expert, the Project Director and with all the relevant ministries / municipalities and their focal points / designers / agencies / project beneficiaries regarding improving the quality and readiness of the design documents and providing inputs into the Procurement Plans for efficient procurement process; Accountable for the design process and final design acceptance - Provide technical input, administrative and managerial support to the municipalities in the process of preparation the design documents and improving the quality of the design documents; Provide technical input and assist the Procurement Expert in the preparation of Procurement Documents, Requests for Proposals, etc; Prepare relevant technical documents as Terms of References, Technical Specifications, etc.; Assist the Procurement Expert in the evaluation of bids/proposals and preparation of contract documents for works/services/supply of goods; Review and evaluate contractors’/consultants’ technical documentation, drawings, designs, working schedule, health and safety; Work Supervision - Ensure implementation of the construction / reconstruction / rehabilitation /upgrading activities against the timeline/critical paths, quality, quantities, safety, project monitoring indicators; Conduct regular on-site visits for design and construction verification and validation; This should lead to high quality execution, identification of areas for improvement and both conception and implementation of a corrective action plan; Verify, validate and confirm the contractors/consultants expenditures declared in the payment certificates/invoices; Ensure with Procurement and Financial Officers the reporting mechanisms (as reflected in the Project Operations Manuals) and documentation systems are in place, including drafting reports to the World Bank and Project Director: Cost, Time, Resources, and Scope (along with Performance related measures, Quality, HSE & Environmental); Issue Monthly Progress Reports to the Project Director and brief him/her minimum of once a week on progress and challenges while providing sound solutions to overcome implementation difficulties; and Assist the Project Director in preparing the PIU Reports (Quarterly, midterm and completion).

**Knowledge, experience, skills and competences:**

Educational qualifications of at least a University Degree in Civil Engineering (where a university degree has been awarded on completion of a minimum of three years of study in a university or equivalent institution);

Area of professional expertise: Civil Engineering in the road sector;

Years of experience: Minimum 5 years of experience in Civil engineering in the road sector;

Required: Experience with at least 1 project on roads/streets construction or reconstruction or rehabilitation or supervision or contract management completed within the last 7 years;

Knowledge of relevant national legislation, Excellent Knowledge of English language (reading, speaking and writing) and excellent knowledge of Macedonian language;

Computer skills: AutoCAD, Word, Excel;

Desired: Experience in FIDIC, Experience in Project Management;

Managerial skills: Self-planning & organizing, problem solving, work under pressure, communication, teamwork, initiative.

**Applications:** The candidates should submit their Letters of Application, CVs, and Letters of Motivation (all documents in English language) only electronically to the following e-mail: [konkursi@mtc.gov.mk](mailto:konkursi@mtc.gov.mk) . The deadline for submitting the applications is **31 May, 2023, the latest.** The candidates can find the ToR for the announced job position in the following link <http://mtc.gov.mk> .