

PROFESSIONAL VACANCY ANNOUNCEMENT N. 06/11812/2023

PROJECT OFFICER

Vacancy announcement Ref: 06/11812/2023

Profile: Project Officer - National

Program: “Support to Strengthen the Nutritional Services of the Health System in Kassala” – AID 11812

Applicable regulations:

Law. of 11 August 2014 n.125, entitled: “Disciplina generale sulla cooperazione internazionale per lo sviluppo”. The decree of the Italian Ministry of Foreign Affairs (MAECI) of 22 July 2015 n. 113, regolamento recante “Statuto dell’Agenzia italiana per la Cooperazione allo Sviluppo” ed in particolare in capo terzo, articolo 11, comma 1, lettera c).

Resolution of the Joint Committee of 19 November 2019 n. 101 “Criteria and methods for the selection of personnel not belonging to the Public Administration to be hired with a fixed-term private law contract ruled by the local law with reference to article 11.1 c) AICS statute”.

Decree of the Director of the Italian Agency for Development Cooperation no. 28 of 05 February 2021.

The Italian Agency for Development Cooperation (AICS) – Khartoum office,

intends to recruit a Project Officer in the framework of the Program “Support to Strengthen the Nutritional Services of the Health System in Kassala”.

BRIEF PROGRAM DESCRIPTION

The program funded by AICS "*Fighting Malnutrition in Kassala State*" (AID 11812) is a bilateral initiative in the field of health/nutrition. The actions of the program are aimed at tackling the causes of stunting, and shall target pregnant/lactating women and children aged from 0 to 2 years. The objectives of the intervention are fully aligned to the Sudan National Policy in the Nutrition Sector, in order to achieve greater ownership, efficiency and transparency to the action aimed at combating malnutrition.

DESCRIPTION OF THE ASSIGNMENT

Consistently with the above, the aim of the intervention subject of this call for proposal is to enhance services and practices that support optimal nutrition and primary health to the affected population, ensuring that women, men, boys and girls has equal access to the health and nutrition services.

The funds will be used on the support of provision of Nutrition/health services, in health facilities with low capacity of staffing or no staff, to save life of children, pregnant women and whole population, in order not to deteriorate their situation from under servicing and their life being complicated. Although the management is directly responsible of MoH, but due to the low capacity and lack of recruited staffing it is difficult to MoH to run all the health facilities, so the support is in need to provide a quality of health services to the targeted population.

Moreover, the funds will be used on training and capacity building; particularly focused on community led disease outbreak and management, for the health facility-based staff and the organizational staff.

The Contractor will work on response to disease outbreaks, since the history of state was with high incidence rate of disease out breaks and natural disaster (floods) , will going to support on the plan preparation for emergency and responses when it accrue , also to enhance the community health will support the locality health and Nutrition system at the different localities.

The project activities will be carried out in continuous coordination with the SMOH.

1.2. OBJECTIVES OF THE INTERVENTION AND MAIN LINES OF ACTION

The **global objective** of the proposed action is to contribute to the improvement of health conditions, and specifically to the nutritional status of pregnant and lactating women and of children aged between 0 to 5 years.

This objective will be achieved through **three main lines of action**:

- Increasing access to quality, integrated, community based nutrition care, through Integrated Management of Acute Malnutrition (Moderate and severe cases), in targeted locations, at Kassala, Algirba and Rural Kassala localities;
- Improving the skills, knowledge and practices of mothers of malnourished children in proper infant and child feeding activities;
- Ensuring access to quality primary health care services which will contribute to appropriate and sustainable improvements in the lives of vulnerable communities.

SPECIFIC OBJECTIVES

- Improve access to quality health services (Curative care, RH, EPI and Nut);
- Contribute to reduce maternal mortality rate;
- Contribute on the reduction of malnutrition;.
- Strengthening referral system;
- Improvement of child caring and nutritional behaviours change through;
- Actions to improve complementary feeding among young children in target areas should build on the positive behaviours, practices around feeding of infants and young children, and correct any misperceptions;
- Future projects of SBCs interventions should use dialogue and consultative approach in working with its target audience through establishment of dialogue or support groups for all categories of audiences (mothers, fathers, grandmothers, and youth) instead of focusing on mere information sharing and dissemination.

EXPECTED OUTPUTS/RESULTS OF THE PROJECT

- Increased access to primary healthcare services in target localities.
- Ensuring that women, girls, men and boys and has equal access to the health and Nutrition services.
- Contribute on the reduction of malnutrition rate.
- Increased coverage of Micronutrient supplementation.
- Increased immunization coverage for under one-year- old children.

BENEFICIARIES AND TARGETED LOCALITIES

The targeted localities are Kassala Town, Rural Kassala and rural Al Girba. The beneficiary catchment population is approximately 758.958 persons of which 49% male and 51% female in proposed area. Total number of direct beneficiaries is 151.791. The direct target beneficiaries will be marginalized communities' lives in rural area, returnees and IDPs communities, the beneficiaries are the entire community without differentiate with ethnic, religion (women, men and children). Women will use the reproductive health sectors, curative care and Immunization sector. Children will used from the immunization, beside that all action activity will be benefit the completely entire community.

1. CONTENTS AND PURPOSE OF THE ASSIGNMENT

Professional Profile: Project Officer

Duty station: Kassala

Type of Contract: Contract of Employment for Carrying out a Particular Job under article 29/1 of the Labour Act, 1997

Gross Annual Remuneration: Euro **20.400,00**

Contract duration: 12 months renewable up to the end of the project including 2 months' probation period

Expected start of employment: at the end of the selection process.

Objective of the assignment: Under the supervision of the Head of Office and the Project Team Leader, the Project officer will monitor and being in charge of all the project activities on going in Kassala and other area of intervention. S/he will facilitate the communication with the different AICS offices in Sudan.

Job description:

The Project officer will be directly responsible for:

- assist the project's staff, operationally and procedurally, in the drafting of procurements' procedures needed for the implementation of activities in accordance with the relevant Italian law on public procurements as well as the Practical Guide to Contractual Procedures for EU External Actions (PRAG);
- support the project staff in the drafting of project's reports, studies, evaluations and any relevant script which will be required during the implementation of the program;
- ensuring monitoring of the project's activities, developing matrixes and tools to be used to confirm a timely follow-up;
- translation of documents (such as letters and agreements) from Arabic into English and vice versa
- rafting of meeting minutes in English;
- ensure the correct archiving of the program documentation both in hard copy and in electronic format;
- support the Programme Manager in the communication with the local authorities and communities, interpreting and translating from Arabic to English and vice versa when needed;
- coordinate with the Administrative Department for the preparation of Project reports;
- perform field visits in the localities of implementation in coordination with the project's staff and the relevant local authorities
- undertake other duties and assist as required by the Programme Manager and the Head of AICS Khartoum.

2. REQUIREMENTS

Candidates will be considered eligible for selection on the basis of the following essential requirements, to be fulfilled by the deadline for applications:

- a) Age not exceeding (at the time of signing the contract) that required for retirement by local regulations (60 years), or by Italian regulations (ref. Law 398/87) for candidates' subject to the Italian social security system (67 years);
- b) Being medically fit for employment;
- c) To have acquired the academic qualification required by the selection notice;
- d) To have acquired the professional experience required by the selection notice;
- e) Knowledge of Arabic, English and Italian languages;
- f) To have knowledge and consistent effective use of the main Microsoft Office applications.

The requirements set out in this Article shall be met throughout the duration of the contract.

2.1 Essential Requirements:

- a) Bachelor degree in Medicine. Other degrees/diplomas will be considered if supported by a qualified professional experience in the sector of intervention of at least 3 years;
- b) Arabic, if not mother tongue C2 International Level.
- c) English both written and spoken C1 European Level;
- d) Italian, knowledge at least at A1 European Level;
- e) At least 3-years previous experience with international organizations and/or governmental and non-governmental bodies, including CSOs and local authorities;
- f) Good knowledge of main software tools (Microsoft Office above all);

Preferred requirements:

- a) Courses and advanced certificate in PCM, International cooperation and humanitarian delivery standards and practices, monitoring and evaluation;
- b) previous experience with the Italian and European procurement procedures (PRAG);
- c) previous experience in grant management;
- d) previous experience in initiatives in the nutrition sector;
- e) be immediately available to hold the appointment.

3 HOW TO APPLY

The submission of the application duly signed should indicate the number of the vacancy announcement. The application shall be written in English and include **a Legally Binding Self-declaration**, (according to art. 46 of Italian D.P.R. 28.12.2000 n. 445), indicating:

- a) Surname, name, date and place of birth;
- b) Residence;
- c) Age not exceeding (at the time of signing the contract) that required for retirement by local regulation (60 years), or by Italian regulation (ref. Law 398/87) for candidates' subject to the Italian social security system (67 years);
- d) Citizenship;
- e) Being medically fit for employment;
- f) Full enjoyment of political and civil rights;
- g) Absence of convictions for any criminal offence and absence of any pending criminal and accounting offences both in Italy and abroad;
- h) Not to have been dismissed, dispensed, declared lapsed or fired from employment in a public administration, both in Italy and abroad;
- i) Not having sustained, in the three-year period preceding the date of expiry of the notice, an assessment of insufficiency in the assessment of work done/performed in the context of employment contracts signed with AICS offices other than Khartoum;
- j) To have acquired the academic qualification required by the selection notice;
- k) To have acquired the professional experience required by the selection notice;
- l) To have a written and spoken knowledge of English language, at least level C1 of the Common European Framework of Reference for Languages;
- m) To have a written and spoken knowledge of Arabic language, if not mother tongue at least level C2 of the Common European Framework of Reference for Languages;
- n) To have knowledge and consistent effective use of the main Microsoft Office applications;

Any false declaration will incur penal sanctions according to article 76 of Italian D.P.R. 28.12.2000, n. 445.

The application shall be written in English and include:

- 1) Signed Curriculum vitae in Europass format and in English
- 2) Signed Motivation letter in English
- 3) Signed Legally Binding Self-declaration
- 4) Copy of valid passport/ID card

All documents need to be dated and signed by the applicant.

The applicant should also provide a telephone number and an email address for communications. The applicant must communicate any changes occurring after the submission of the application for this vacancy.

The application and all attachments should be received before **12:30 pm Khartoum time on the 24/04/2023** with the following modalities: **recruitment.sudan@aics.gov.it**

The subject of the email must contain the vacancy announcement number **06/11812/2022**

3 EXCLUSION FROM SELECTION PROCEDURES

Applications containing the following defects will not be considered:

- a) Applications made without having all requirements described in this announcement;
- b) Applications received after the deadline stated in this announcement.
- c) Application not signed

4 EVALUATION OF APPLICATIONS

Once the terms of validity of the notice have elapsed, the head of AICS office in Khartoum assesses the admissibility of the applications regarding the presence of the essential requirements and the absence of causes for exclusion. The exclusion is communicated to the candidates concerned. Subsequently, a recruitment commission of three members appointed according to art. 2 of the document approved by the Delibera n.101 of the Joint Committee n.101 evaluates the merits of applications by assigning a maximum overall score of 100 points according to the following criteria:

QUALIFICATIONS (Max 70 points)

- Additional academic titles than the obligatory one: up to 10 points;
- Language skills: up to 10 points;
- Professional experience: up to 40 points;
- Other qualifications of professional skills: up to 10 points.

INTERVIEW (Max 30 points)

Candidates who score at least 40 points, in the assessment of qualifications, are invited for an interview. A maximum score of 30 points can be attributed. The interview will be carried out at the premises of the Italian Agency for Development Cooperation in Khartoum.

The interview shall be held in the languages indicated in the vacancy announcement and might assess also with practical tests, the applicant's knowledge and experience, languages skills, his or her ability to carry out the position and any other skills deemed necessary to assess the candidate's profile in relation to the post to be filled.

The invitation for an interview will be communicated by telephone to the number indicated by the candidate in the application. Applicants are not entitled to reimbursement of any costs incurred in connection with the interview.

Following the interview process, a list of candidates is drawn which includes only candidates with an overall score above 60% of the maximum attributable points (60 points).

5 RESULTS OF THE SELECTION

The candidate with the highest score in the ranking list is declared the winner. He/she is informed by email or any other appropriate means. The ranking list remains valid for one year and can be extended for 1 additional year whenever deemed necessary for the implementation of the initiative. In case of a decline by the winning candidate or an early termination of the contract, AICS may assign the position to the next candidate in the ranking list.

In the event of equal scoring, the youngest either female candidate will be preferred.

The ranking list is published on AICS and AICS Khartoum Office website.

In the employment contract between AICS Khartoum and the candidate - selected through the recruitment procedure – both parties can – in the presence of a just cause or a fact of such gravity that does not allow the continuation, not even provisional, of the employment relationship - withdraw from the contract.

In any case, the employee may withdraw from the contract with a 6 months' notice.

The employment contract foresees the signature of the Italian Agency for Development Cooperation Code of Ethics and Behaviour of staff by the employee according to art. 11, comma 1, let. C) of the Ministry Decree n. 113 July 22nd 2015.

6 PROTECTION OF THE PRIVACY

The submission of applications by a candidate implies consent to the use of their personal data, including sensitive data, by personnel assigned to the custody and storage of applications and for the purpose of the selection process. The data processor is the head of AICS Khartoum.

7 PROTECTION CLAUSE

At any stage of the selection process, the Italian Cooperation Agency in Khartoum has the right at its own complete discretion to terminate the recruitment process.

8 TRANSPARENCY

This vacancy announcement is published on AICS Rome and AICS Khartoum website.

Khartoum, 26/03/2023

The Head of AICS Khartoum Office
Michele Morana