

**VACANCY 2/2016 FOR THE POSITION OF RESIDENT TWINNING ADVISER (RTA) WITHIN THE TWINNING PROJECT "STRENGTHENING THE CAPACITIES FOR EFFECTIVE IMPLEMENTATION OF THE ACQUIS IN THE FIELD OF WATER QUALITY – MK 13 IPA EN 01 16"**

INFORMEST as mandated body of the Ministry for the Environment, Land and Sea, is submitting a project proposal within the above mentioned twinning.

The overall objective of the project is to contribute to sustainable development of the country by strengthening the administrative capacities in the field of water management and to improve water quality by supporting the implementation of the water management.

The project purpose is to strengthen the administrative capacities in the area of water management by implementing the appropriate EU acquis. In particular the project will assist the national authorities in drafting the Vardar River basin management plan and in harmonizing and implementing secondary legislation in the area of water monitoring and water permitting.

For the project implementation and as requested by the Project Fiche, INFORMEST has to select a Resident Twinning Adviser (RTA).

The Resident Twinning Adviser (RTA) will be appointed for a period of 21 months, and he/she will come from an EU Member State to work on day-to-day basis with the beneficiary administration, as per Twinning Manual. The Resident Twinning Adviser will have a key role in the coordination of the inputs required for the successful implementation of all project activities.

The selection procedure will respect the terms and requisites of the present notice. It will be subject to the comparative evaluation of the curricula sent by candidates with proved specialization and specific technical and professional competences.

All qualified candidates are encouraged to apply to the above mentioned position.

INFORMEST will contact the candidates via e-mail address or fax number as indicated in the application form, when missing, through registered mail. Further information are provided below:

**1. Contracting Authority :**

INFORMEST

Via Cadorna, 36 - 34170 GORIZIA

Tel: 0481/597411 – Fax: 0481/537204

E-mail: [contratti@informest.it](mailto:contratti@informest.it)

Website: [www.informest.it](http://www.informest.it)

Responsible for the procedure: Giuliana Giotti – Financial Manager

**2. Job profile:**

Resident Twinning Adviser - RTA

**3. Duration:**

Contract duration: 21 months.

Provisional commencement date: January 2017 - **The contract signature is subject to the result of the Twinning award.**

**4. Deadline for submission of the application:**

02<sup>h</sup> August 2016 – 13:00 h (Central European time)

**5. Location**

Operational base for the project will be the premises of Ministry of Environment and Physical Planning (MoEPP) in FY of Macedonia, If/when needed meetings outside the implementation country could take place in accordance with INFORMEST.

## **6. Main activities and tasks:**

The Resident Twinning Adviser will have a key role in the coordination of the inputs required by the project proposal for the successful implementation of all the activities. The RTA will lead project implementation. He/she will be the primary interlocutor for both the Beneficiary and the Contracting.

As to the general responsibility of the day-to-day implementation of the Twinning project in the Beneficiary Country, the Resident Twinning Adviser (RTA) tasks will include:

- Coordination of all project activities and experts' inputs in the country;
- To provide technical advice, support and assist the beneficiary institution in the context of a predetermined work plan;
- Make recommendations on the organisational structure optimization;
- To assist the further development of a sustainable institutional framework (system and mechanisms) which would ensure the efficient and effective functioning;
- Ensuring day-to-day implementation of the Twinning project in the BC;
- Ensuring smooth correlation between the activities, deadlines and the envisaged results in the Work Plan;
- Ensuring smooth implementation of the different activities delivered;
- Assess continuously the Twinning Project in all stages and provide link to compare it with the specified benchmarks/results and time-frame;
- Prepare the material for regular monitoring and reporting;
- Prepare Side Letters;
- Taking corrective actions, if necessary, inside the terms of the signed contract

## **7. GENERAL CONDITIONS AND REQUIRED COMPETENCES:**

### **A. General conditions:**

- a) Be a national of a Member State of the European Union;
- b) Enjoy his/her full rights as a citizen
- c) Have not been convicted of any criminal offence and have no criminal proceeding pending against him/her
- d) Have fulfilled any obligations imposed by the applicable laws concerning military/civil service (if applicable)

### **B. Required competences:**

- a) At least a University degree, preferably in field of law, or any other discipline related to this project, or equivalent professional experience of 10 years in public administration;
- b) At least a year work as equivalent staff within departments/units of the institution in charge of water management implementation in a Member State;
- c) At least 3 years of experience in MS administration in the environmental field with an emphasis on implementation of water management legislation;
- d) Active knowledge of English language;
- e) Deep country experience (as an asset)

## **8. APPLICATION FORMAT AND DETAILS TO BE PROVIDED**

The CV has to be submitted by Europass format.

INFORMEST has the rights to extend or rebid the deadline for the submission of applications as well as the right to suspend, modify and revoke the procedure for the present selection at any time and whatever the state of progress. To this attempt, the interested parties cannot wield any claim to compensation or indemnity.

The publication of the present notice does not imply any obligation for INFORMEST to award the position neither for the applicant any right to obtain reimbursement or performance from the Agency itself.

The candidate shall communicate, in writing, any change related to the address that may occur, after the submission of the application, in order to allow INFORMEST to communicate the selection results.

INFORMEST will not be responsible in case of loss of documents due to wrong indication of contacts or to late or undelivered communication of address change or because of postal or telegraphically disservice not ascribable to INFORMEST.

#### **9. HOW APPLICATIONS MAY BE SUBMITTED**

Application must be submitted exclusively in ENGLISH by:

- fax +39 0481 537204 or email, asking for a confirmation of receipt [informest@informest.it](mailto:informest@informest.it), or either by recorded deliver (official postal service) or hand delivered (including courier services) directly to INFORMEST, via Cadorna 36, 34170 Gorizia (Italy).

The subject **TWINNING PROJECT " STRENGTHENING THE CAPACITIES FOR EFFECTIVE IMPLEMENTATION OF THE ACQUIS IN THE FIELD OF WATER QUALITY – MK 13 IPA EN 01 16"** must be clearly marked on the envelope/e-mail/fax containing the application form.

Any application received after the deadline or incomplete will not be considered.

#### **10. SELECTION CRITERIA**

The selection criteria is based on the comparison of CVs. For the comparative evaluation the Commission will attribute a maximum ranking of 10 points following the criteria listed in point 7 of the present announcement.

The comparative evaluation is under responsibility of a Commission appointed by the responsible of the procedure and composed by two members and a secretary. The decision of the Commission is incontestable.

At the end of the evaluation, the Commission indicates the selected candidate.

The Commission reserves the right to improve the selection with interviews, at its sole discretion, that shall be organized at Informest.

The exact date and time will be communicated directly to the candidates.

The outcome of the evaluation process will be exclusively communicated by publication on Informest website.

#### **11. CONTRACT AND SALARY**

In case the selected candidate rejects to sign the contract, INFORMEST will scan the ranking.

INFORMEST has the right not to assign the work in case it considers that no applicant fulfill the requested criteria.

The position can be awarded even though just one application is received.

The publication of this notice does not oblige INFORMEST in entrusting the assignment. Until the professional assignment INFORMEST may revoke at its sole discretion this procedure without that competitors can claim rights whatsoever.

The contract will be regulated by Italian law in force and will be written in Italian language; an official English translation will be annexed if necessary.

The contract signature is subject to the result of the Twinning award.

The amount of the contract will be determined upon approval of the Twinning award.

#### **12. TREATMENT OF PERSONAL DATA**

Personal data will be treated according to D.Lgs. 196/2003 s.m.i., for the purpose linked to the execution of the procedures concerning the present selection, as specified in the privacy note on INFORMEST website, which is part of the present public selection notice.

#### **13. RESPONSIBILITY OF THE PROCEDURE**

The responsible of the procedure of the present notice (RP) is Mrs. Giuliana Giotti, Financial Manager.

Requests for further information on the present vacancy may be asked by the deadline of 25<sup>th</sup> July 2016 to the following e-mail address: [informest@informest.it](mailto:informest@informest.it)

**Date: Gorizia, 18 July 2016**

Director  
Sandra Sodini

