

Career Opportunities

Applications are invited for the following position, under the Electricity Distribution Efficiency Improvement Project (EDEIP), funded by the World Bank. The duration of the assignment shall be one year extendable for similar or extended period based on performance (maximum upto December-2027) and market-based salary will be offered.

ACCOUNTS AND FINANCE SPECIALIST
Qualification (S): <ul style="list-style-type: none">• CA/ACCA/CIMA from recognized relevant Institute / forum.
Required Experience: <ul style="list-style-type: none">• Minimum (07) years of post-qualification verifiable experience in Accounts / Finance or related fields. Experience in public sector and or in International Donor Organizations is highly desirable.• Knowledge of International Financial Reporting Standards

Covering letter / application alongwith C.V, CNIC, one passport size recent photograph and experience/education certificates/testimonials should reach to the undersigned within 15 days after publication of this advertisement in the press. The individuals shall bear the expense associated with the selection process for the position. Detailed Terms of Reference (ToR) / Job description are available at Power Division's website <https://power.gov.pk/>

The attention of interested candidates is drawn to Section III, paragraphs, 3.14, 3.16, and 3.17 of the World Bank's "Procurement Regulations for IPF Borrowers" July 2016 [revised November 2017, July 2018 & November 2020] ("Procurement Regulations"), setting forth the World Bank's policy on conflict of interest.

The Consultants will be selected in accordance with the Individual Consultants selection method following open competitive market approach set out in the Procurement Regulations of the World Bank for IPF Borrower July 2016 Revised November 2017, July 2018 & November 2020

(Musafa Nazar)
Section Officer (DISCO-II-WB),
Ministry of Energy (Power Division),
Room No. 244, 2nd Floor, A-Block,
Pak Secretariat Islamabad
Ph: 051-9214273

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Terms of References (ToRs)

Account and Finance Specialist

Key Role and Responsibilities:

The said Consultant shall:

- Lead departmental budget formulation, execution, monitoring, analysis and reporting activities. Advise on resource allocation and reallocation
- Monitor the implementation of Department's work program and budget through regular reviews, ensuring the integrity and quality of the unit's budget data.
- Identify trends and variations, identify/resolve issues, and discuss them with line management, working groups and other relevant staff.
- Compile and analyze data at the Department level and propose solutions to issues identified.
- Independently handle complex and technical financial, administrative and cost effectiveness policy and program issues
- Produce detailed and summary reports for PIU.
- Provide reliable and comprehensible information and analysis
- Advise/liase with staff in the Department in order to improve knowledge and awareness with respect to budget methodologies, policies, internal control policies and procedures
- Ensuring the timely allocation of financial resources in effective and efficient manner
- Coordination with banks on account of all the financial matters pertaining to PIU's budget
- Regularly Update the procurement plan in coordination with relevant stakeholders
- Provide assistance in periodic audits of PIU's
- Maintain and regularly update the procurement plan on STEPs account
- Develop Standard SoPs including financial and internal control policies and procedures to support operations of PIU and maintain internal control
- Providing guidance and support to project teams on financial management issues, including support to procurement teams on contractual issues where required.
- Liaise with Ministry on Finance, Auditor General of Pakistan and other government departments for effective discharge of his/her responsibilities – including opening of Assignment Accounts, ensure completeness of recording of financial transaction in Financial Accounting and Budgeting System (FABS), preparation of project financial statements and follow-up on audit matters.
- Other ad hoc tasks as required to support the financial management of department operations.
- Lead ongoing governance and institutional reforms in MoE including monitoring of the DISCOs performance and review of their financial statements

Profile and Qualification:

- CA/ACCA/CIMA from recognized relevant Institute / forum.

Required Experience:

- Minimum (07) years of post-qualification verifiable experience in Accounts / Finance or related fields. Experience in public sector and or in International Donor Organizations is highly desirable.
- Knowledge of International Financial Reporting Standards.

Period of assignment:

The duration of the assignments shall be one year extendable for similar or extended period based on performance (maximum upto December-2027)

Government of Pakistan
Ministry of Energy
(Power Division)

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PROCUREMENT AND CONTRACT SPECIALIST
Qualification (S): <ul style="list-style-type: none">• Masters degree in Public Procurement, Supply Chain Management, Business Administration, Finance, Engineering or related professional qualification (minimum 16 years of HEC equivalent education) from an institution recognized by HEC or international institution.
Required Experience: <ul style="list-style-type: none">• Minimum (07) years of post qualification verifiable experience in procurement and related fields under Public procurement rules or Multilateral Development Banks (MDBs) guidelines, rules and procedures.

Covering letter / application alongwith C.V, CNIC, one passport size recent photograph and experience/education certificates/testimonials should reach to the undersigned within 15 days after publication of this advertisement in the press. The individuals shall bear the expense associated with the selection process for the position. Detailed Terms of Reference (ToR) / Job description are available at Power Division's website <https://power.gov.pk/>

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Terms of References (ToRs)

Procurement and Contract Specialist

Key Role and Responsibilities:

The said Consultant shall:

- Ensure the procurement of equipment, goods and services are executed in accordance with World Bank Procurement rules, regulations, policies, procedures and financial planning and in accordance with requisitions submitted.
- Assistance with development of specifications based on PIU's requirements and prepare shortlists based on investigation of markets as well as policy considerations to the World Bank
- Manage the procurement process, including tendering, bid evaluation, and contract award etc.
- Preparing and issuing tender documents, including Request for Proposals (RFPs), Request for Quotations (RFQs), CQS etc.
- Regularly update/maintain the status of activities on STEPs account
- Coordinate with all the relevant stakeholders of Procurement Plan for completion of relevant actions/activities on STEP account
- Coordinate with relevant stakeholders for tender document design(s), evaluation criteria, ToRs development etc. for implementation of Procurement Plan
- Development of standardized SoPs and policies for implementation of Procurement Plant activities
- Develop procurement procedures, specifications, and evaluation criteria etc. in alignment with standards of World Bank
- Participate in project planning and budgeting activities to ensure procurement requirements are aligned with project goals and objectives

Profile and Qualification:

- Master's degree in Public Procurement, Supply Chain Management, Business Administration, Finance, Engineering or related professional qualification (minimum 16 years of HEC equivalent education) from an institution recognized by HEC or international institution.

Required Experience:

- Minimum (07) years of post qualification verifiable experience in procurement and related fields under Public procurement rules or Multilateral Development Banks (MDBs) guidelines, rules and procedures

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