



*INSTITUCIONET E PËRKOSSHME TË VETËQEVERISJES
PRIVREMENE INSTITUCIJE SAMOUPRAVLJANJA
PROVISIONAL INSTITUTIONS OF SELF-GOVERNMENT*

JOB OPPORTUNITY: LOCAL PROCUREMENT SPECIALIST

The LPTAP Project Office

General Project Objective: The World Bank is providing support to the implementation of certain aspects of the Kosovo Energy Strategy through the Lignite Power Technical Assistance Project (LPTAP). The objectives of the proposed LPTAP are to: (i) help PISG strengthen the enabling policy, legal and regulatory frameworks conducive to new investments in the energy sector; and (ii) Assist PISG in a transaction for attracting private investment into building new capacity for lignite thermal power generation guided by principals of environmental and social sustainability. In order to manage and coordinate the overall Project implementation, a Project Office (PO) has been established by MEM. The PO will be staffed with a Project Manager, Mines Task Manager, Power Task Manager; Environmental and Social Task Manager, Administrative and Financial Task Manager as well as Local Procurement Specialist.

General Requirements for position of Local Procurement Specialist:

- University degree or equivalent in related field to the task performing;
- Knowledge of international organizations/agencies' and national public procurement/accounting and financial management regulations and procedures;
- Previous work experience in projects financed by international financial organizations;
- Familiarity in World Bank procurement guidelines for works, goods, and consultant services;
- Working knowledge of English (both written and oral).
- Excellent knowledge of MS Office applications (word, excel).

General Scope of Work.

The local procurement specialist will:

- Take actions for the finalization of technical specifications on the office equipment to be procured, and to make sure such technical specifications are neutral in terms of bidders and in fully compliance with the World Bank procurement procedures guidelines with regard to goods, works and services;
- Provide guidance in keeping detailed records of procurement, for compliance purposes and in order to help the checks during World Bank monitoring and supervision missions;
- Develop in cooperation with the Project Manager and with the staff in other MEM staff the regular monitoring reports; and
- Support the fulfillment of other procurement related activities as identified by Project management team.

Further information: For further information in regard to the project and detailed Terms of Reference for the above advertised position please go to: www.lpi-ks.com

Application: All interested parties shall deliver documentation (Cover Letter, CV, and references - where appropriate) in an sealed envelope marked: "LPTAP – JOB APPLICATION: PROCUREMENTS SPECIALIST"

Deadline: Deadline for submission of documentation is April 16, 2007 at 11:00.

Contact and Address:

The LPTAP Project Office
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