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Project Fiduciary
Management Unit
Ministry of Finance
13 Howe Street
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Sierra Leone



**GOVERNMENT OF SIERRA LEONE
MINISTRY OF FINANCE
PROJECT FIDUCIARY MANAGEMENT UNIT**

**Recruitment for the Position of Senior Project Support Manager for the Sierra Leone
Integrated Resilient Urban Mobility Project.**

1.0 INTRODUCTION

The Government of Sierra Leone through the Ministry of Transport and Aviation (MoTA) has received IBRD/IDA/World Bank Grant facility to be used for implementation of the Sierra Leone Integrated Resilient Urban Mobility Project (SLIRUMP). Urban mobility issues in Freetown are a result of the difficult economic and political environment, the inability to keep pace with the growing demand, and decades of neglect. It will take many years to address the underlying problems in a sustained manner. The way forward will focus on testing and scaling up pilot solutions and building capacity to ensure the sustainability of results. Following this logic, the objective of this proposed multiphase programmatic urban transport project is two-fold: first, to pilot short-term remedies in order to obtain immediate relief and demonstrate the value of good management of existing infrastructure, efficient implementation, and good coordination across multiple departments and agencies within the government; and second, to build institutions, develop appropriate policies and regulations, and identify arrangements to strengthen the delivery of public transport services and climate resilience. The project will finance studies and training to strengthen the capacity of government agencies and departments and support the development of laws, regulations and frameworks for the sustainable delivery of urban transport services. It is expected that the lessons from the project will enable the government to incrementally scale up interventions to a wider area over time.

2.0 Project Development Objective

The Project Development Objective (PDO) is to improve quality of public transport, address climate resilience, improve road safety in selected areas and enhance institutional capacity in the transport sector.

3.0 PDO Level Indicators

The proposed key results indicators are: (i) Users satisfied with public transport service at targeted corridors; (ii) People benefited from improved resilient roads; (iii) Road traffic crashes involving vulnerable users along priority corridors; (iv) Development and adoption of framework for a single regulatory body for urban transport.

4.0 Components

4.1 Component 1: Modernization and Professionalization of Public Transport Services, including informal private operators.

This component will finance the enhancement of public transport services in Freetown, with a focus on MFD in the sector. It will support the introduction of reliable, quality bus services along selected corridors in Greater Freetown.

4.2 Component 2. Strategic Resilient Mobility Investments

This component will finance physical investments to improve access, resilience and road safety. The identification and prioritization of investments use the results of the state-of-the-art region-wide spatial analysis that integrates sectorial (education, health, agriculture, tourism), climate resilience (flooding and landslides), and socioeconomic data (poverty and excluded groups) to identify investments that will boost social and economic inclusion, climate resilience, and the city's competitiveness

4.3 Component 3. Building Human Capital and Institutional Capacity

This component will finance knowledge development and institutional and academic capacity-building activities in the following areas.

Institutional and Stakeholder's Capacity: strengthening the capacity of ministries and other institutions to develop a long-term vision, strategic plan and regulatory framework to support effective management of the transport system; studies to support an urban mobility plan and prioritized investment plan and parking policy; capacity building in the operationalization of the MFD agenda for the provision of transport infrastructure and services; capacity building in road safety, including enhancement of the road safety database; and enhancement of climate resilience in the planning and management of transport infrastructure and services

6.0 OBJECTIVE OF THE ASSIGNMENT

The Senior Project Support Manager will support the Project Coordinator in the overall administration, monitoring, evaluation and coordination of components implementation, ensuring that all components are being implemented effectively and in a timely manner in accordance with the implementation plan.

7.0 DUTIES AND RESPONSIBILITIES:

The overall responsibility of the Senior Project Support Manager is to execute the full scope of the services as detailed below.

1. Responsible for the internal coordination of other PIU staff to ensure that each staff task, and that assigned by the Project Coordinator is performed efficiently.
2. Assist the Project Coordinator in tracking the Work plan of the project
3. Responsible for the data management, and Monitoring and evaluation of all components of the project.
4. Responsible for initiating systems for data management and M& E to help track the progress of the project.
5. Shall set-up a data base for the transport sector in general and SLIRUMP in particular;
6. Shall ensure that there exist an effective M & E system to ensure continuity of institutional systems;
7. Shall monitor the implementation of all systems and procedures and propose amendments/changes when the need arises;

8. Shall work to ensure the smooth and unhindered implementation of all project components;
9. Assist the Project Coordinator in ensuring that project implementation is in compliance with the stipulations of the project agreement and other obligatory documents;
10. Preparation of monthly Project Status Report (PRS) for review by the Project Coordinator.
11. Assist external consultant's in ensuring the performance of all specialized transport related surveys, studies and feasibility studies and analysis as required.
12. Direct the preparation of transport infrastructure strategic plan and Implementation plan of the National Vehicle Policy for the Ministry and Transport and Aviation.
13. Assist in the preparation of the Managerial Matrix and Performance Tracking Table (PTT) as requested by the Ministry of Finance and the Chief Minister - State House;
14. Carry out any other related duties as may be directed by the Project Co-Coordinator.

8.0 QUALIFICATIONS

Senior Project Support Manager shall have obtained a relevant Bachelor's Degree (Data Management, Engineering, M&E, Business Administration. Engineering, Economics, Accounting and Public Administration). A Post graduate diploma in any of the areas will be an advantage: Work experience in Urban Transport within a public policy setting will be an added advantage

He/she must have attained a minimum of twelve (10) years of practical experience in the areas of Project Support, Data management or M&E of multi-discipline projects, institutional planning and development and accounting systems and data analysis and application. He/she shall be a member of a professional body/organization of good and acceptable standing within his/her country.

9.0 DURATION

The target period for the start of the service will be February, 2020. It is anticipated that the scope of this service will be three years from contract signature and renewable annually thereafter based on performance.

10.0 REPORTING

The Senior Project Support Manager is required to report to the Project Coordinator of the PIU within the Ministry of Transport and Aviation, and be responsible for approving deliverables.

11.0 DUTY STATION

The duty station shall be at the Transport Infrastructure Development Unit, Ministry of Transport and Aviation, 7th Floor Youyi Building, Brookfields, Freetown Sierra Leone with provision for travelling to project sub-project locations.

Mode of Application

All applications in writing should be accompanied by up-to-date Curriculum Vitae and supporting documents (Note: do not send originals) with the names and addresses of three referees, one of which should be the last or current employer and addressed to:

The Team Lead

Project Fiduciary Management Unit
Ministry of Finance
13a Howe Street Freetown
Freetown, Sierra Leone
Tel: +23276672186

E-mail application as attachment (including all supporting documents)
to: irumobilityproject@gmail.com. Copy: pfm2018@gmail.com

All applications must be submitted electronically. Please indicate clearly in the email subject heading and attachment the position for which application is made.

Closing Date:

The Closing Date and time for receipt of applications is **Friday 24th January, 2020 at 4:00pm GMT.**

Only short-listed candidates will be contacted

