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Project Fiduciary Management Unit –  
PFMU  
13 Howe Street  
Freetown  
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## GOVERNMENT OF SIERRA LEONE

### **RELAUNCH VACANCY ANNOUNCEMENT FOR THE POST OF A PUBLIC FINANCE CONSULTANT** **Issue: 6<sup>th</sup> May, 2024**

The Government of Sierra Leone has received funding from International Development Association IDA of the World Bank towards the cost of Accountable Governance for Basic Service Delivery Project and intends to apply part of the proceeds of the funding for eligible payment under the contract for the Hiring of a Public Finance Consultant to enhance the staffing capacity of the public accounts' secretariat at the Public Accounts Committee of the Parliament of Sierra Leone

The main objective of the assignment is to improve external oversight of local government through (a) strengthening the capacity of Audit Service Sierra Leone (ASSL); and (b) strengthening the capacity of the Public Accounts Committee Secretariat to carry out its functions (PAC)

#### **Public Finance Consultant**

The **Public Finance Consultant** will carry out the following activities:

- ❖ Conduct orientation sessions for new members of the three committees (PAC, Transparency, and finance)
- ❖ Provide periodic training to PAC, transparency and finance committee members on Public Financial Management topics that are key at local government level
- ❖ Produce learning and knowledge materials to support capacity development of committee members (PAC)
- ❖ Produce specific reports after every audit report submitted by the AG, covering background, highlight critical issues raised in the audit report, recommend questions to be raised by Committee Members during hearings, and document key discussions, findings and recommendations from the PAC hearings.
- ❖ Develop policy documents capturing policy recommendation, plannings and proposed engagement modalities with CSOs on critical issues arising from committee hearings.
- ❖ Produce a simple Excel tracker of PAC recommendations to Local Councils and following up on unresolved PAC's recommendations from 2022 -2023 Auditor General reports
- ❖ Following up on PAC's recommendations
- ❖ Produce periodic Data Sheet of all PAC's Recommendations and ASSL recommendations
- ❖ Production of suitable briefing materials for PAC members and the general public.
- ❖ Assist in the production of any other Committee Reports as requested by the PAC Chairman

#### **Contract Duration for the Public Finance Consultant**

Contract will be renewed annually upon satisfactory execution of the specific deliverables in this TOR. *The maximum number of years under this contract will be two years, after which the contract will be terminated. The two-year term limit will be determined based on the start date of the first contract term*

#### **Performance Criteria for the Public Finance Consultant**

Upon satisfactory execution of the specific deliverables in this ToR to be determined annually by the Chairman of the PAC.

## **Reporting, Coordination, Communication and Time Schedules for Reports for the Public Finance Consultant**

The Public Finance Specialist will report directly to the Chairman of the PAC. He/She is also required to coordinate with the Members & Clerk of the PAC Secretariat. The Management and coordination on the implementation of the assignments would be done by the Committee Clerk.

The project now invites eligible persons to indicate their interest in providing the above mentioned package of services. Interested persons must meet the following academic and related experience requirements:

### **Qualifications, Experience and Competencies**

- ❖ Should have at least ACCA at least professional stage & Master's degree in Social Sciences (Accounting and Finance, Economics, Public Administration, Business Administration and any other related field including other professional qualification with ten years post graduate experience in related fields

**6. *This REoI will lead to the preparation of Short list followed by interviews and contract award***

7. Interested persons may obtain **THE DETAILED TOR** via email request or any further information at the address below during office hours from 1000 to 1700 hours Monday to Friday.

Project Management Unit -PFMU-Ministry of Finance  
3<sup>rd</sup> Floor-Sierra Leone Commercial Bank Building  
35 Liverpool Street -Freetown, Sierra Leone

***Attn: The Procurement Secretariat, PMU***  
***Tel: +232 72-959-482***  
***E-mail: agbsdproject2022@gmail.com***

8. Expressions of interest must be delivered in sealed envelope accompanied by up-to-date Curriculum Vitae and supporting documents (*Note: only scanned copies of original documents should be submitted*) to:

**The Secretariat,**  
**Project Management Unit -PFMU**  
**Ministry of Finance**  
**3<sup>rd</sup> Floor-Sierra Leone Commercial Bank Building**  
**35 Liverpool Street**  
**Freetown, Sierra Leone**

**Or**

By E-mail as attachment (including all supporting documents) to  
to: **agbsdproject2022@gmail.com**

Please indicate clearly on the envelope (in the case of hard copy submission) or in the email subject heading and attachment (in the case of electronic submission) the **FULL TITLE** of the post you intend to fill by 1200 hours GMT **on or before 17<sup>th</sup> May 2024**.