

JOB ANNOUNCEMENT:

Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) GmbH,
office in Skopje, "Study and Expert Fund"
offers the vacancy of:

Advisor (economic governance and digitalisation)

Duration: Employment is planned to start in March 2023. We offer a contract of limited duration until end of January 2025 under national regulations.

Weekly working hours: 40 (full time position)

Band: 4

I. Background

The project builds on the long-standing commitment of German development cooperation to provide essential support to the EU approximation process in North Macedonia and in the countries of the Western Balkans. It aims on improved economic governance and economic policy planning, led by competent structures and following the key criteria of good governance.

The project shall focus on digitalising the process of development and monitoring of the Economic Reform Programme in the countries of the Western Balkan, on data protection as a relevant condition in the European good governance and on fostering the capacities of the EU negotiation structures in North Macedonia, with focus on those dealing with competitiveness and internal market aspects.

The position holder will be involved in the activities leading to impacts on national and on regional level.

II. Main tasks and responsibilities:

A. Responsibilities

- Advising and working together with national partners & EU-negotiation structures on topic of relevance for economic governance, competitiveness, and digitalization
- Develop operational plans for joint implementation of activities together with the partners.
- Advise and work together on implementation of joint plans with the partners (in digitalization of "Economic Reform Programme" on regional level and support to EU negotiation structures on national level)
- Support actively the work on technical level of the EU-negotiation structures in particular those of Cluster 3 (dealing with Internal Market and Competitiveness)
- Advise and assist on technical level in the preparation of concise policy briefs, analytical reports and opinions on relevant economic criteria and topics, when required by the working groups
- Advise and assist in preparation of analytical papers on a specific economic subject that are required for effective negotiations at individual negotiating chapter level, if and when required
- Advise and assist the national partners in the establishment of effective coordination for preparation and implementation of the country's most important EU accession programming documents in the economic area, namely the medium-term plan for meeting Copenhagen economic criteria and the Economic Reform Programme
- Identify training needs for the partners in digitalization in economic governance and in EU-negotiation structures; develop concepts for capacity development in project's target areas

- Work jointly on the development of training concepts and implementation of training formats; Develop ToRs for national and international experts for capacity development and monitor the delivery of tasks
- Coordinate implementation of activities with partners in the Western Balkan region, in the area of digitalization “in Economic Reform Programme”;
- Support actively the project management team by producing regular monitoring and progress reports (follow the established GIZ-good praxis)

B. Tasks

Advising the partner institution(s)

- Take active part in the implementation of the joint plan for modular digitalization of the “Economic Reform Programme” process, together with the responsible national institutions in the Western Balkan countries.
- Take active part in the Working Groups for Cluster 3 and respective chapters (EU Negotiation structures) in all stages of the negotiating process (screening, meeting benchmark criteria, drafting / updating negotiation positions)
- Support on technical level the preparation of analytical reports and policy briefs of a horizontal, cross-chapter character, in close coordination with the Leaders of the respective Working Groups (from the EU Negotiation Structure)
- Deal with the design, preparation and implementation of various form of meetings, workshops, and other events on topics related to project implementation, in close cooperation with the partners and in coordination with the GIZ structures in other countries where needed
- Design and apply quality assurance (monitoring of implementation) measures and suggest if needed corrective measures and improvements

Cooperation, Coordination and Networking

- support cooperation, regular contact and dialogue with partners, assist with PR work and cooperate with relevant organisations, non-governmental agencies and individuals in the project environment and with other projects to improve and maintain good working relationships.
- assists with general project planning and develop project concepts including preparation, organisation and moderation of planning exercises and their implementation, management, monitoring, quality management, evaluation, communication, and documentation.
- coordinate relevant project activities at national and regional level in consultation with the project manager and in cooperation with the partners and other GIZ projects in the region.
- compiles the relevant information for joint activities and assignments.
- communicate common project’s interests and efforts, forward these and encourage sharing ideas and information for the benefit of the project.

Knowledge management

- ensure knowledge transfer to project information.
- develop ready-to-use strategies and technical concepts.
- draw project-level reports and presentation documents.
- prepare appropriate inputs for internal reporting procedures, including annual progress reports, monitoring of indicators, reports for commissioning parties and other reports required by the project manager and the GIZ Country & Head Office
- assists with research activities and studies on policy issues.

III. Required qualifications, competences and experience

- Completed university degree in economics, or a comparable field of study, preferably with a focus on economic policy, digitalisation and good governance; Master or PhD in relevant study is advantage.
- At least 7 years of professional experience in economic governance
- In-depth knowledge of relevant aspects and discourses regarding digitalisation, preferably with a focus on improved efficiency in economic governance
- Good knowledge of the public administration, the EU integration process and the negotiation structures following the Clusters methodology
- Familiarity with the economic governance processes; good knowledge of the “Economic Reform Programme” process and the “European Semester” is advantage
- Excellent analytical and strategic thinking skills
- Excellent writing skills
- Knowledge and skills in project management
- Excellent communications and cooperation skills, fluency and eloquence, possession of networking skills
- Possession of professional national and regional network (international networks is advantage)
- Computer literacy and ability to work with ICT technology.
- Excellent command of Macedonian and English language; knowledge of languages spoken in the countries of Western Balkans would be an advantage.

How to apply:

Qualified candidates are invited to submit their electronic application in English language consisting of a Letter of Motivation, CV in English using the ‘European Curriculum Vitae Format’ with detailed description of your professional experience and education and copies of supporting documents (university degree(s), reference letters and certificates) to hr-nordmazedonien@giz.de

Only selected applicants will be invited to an interview following the evaluation of application letters and CVs. Candidates who have not been contacted should consider that there will be no follow-up to their application.

Subject of the email: REF: Job Application – Advisor Economic governance and Digitalisation

Deadline for the application: 20.02.2023

Note:

- Applicants will be short-listed based on their application. ONLY short-listed candidates will be invited for a written test and/or interview.
- Applications are requested to be sent in Microsoft word or PDF format. Applications with download-links cannot be considered.
- GIZ is an equal opportunity employer and welcomes applications from all interested groups without any discrimination!