

Job Vacancy Announcement

Reference No:	101
Cluster:	ASEAN anchored to TRACE & 3RproMar II Project
Position:	Advisor on Project Management
Location:	Jakarta - Indonesia
Expected to join:	01.02.2026
Reporting to:	Project Manager of TRACE Project

About GIZ

The Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) GmbH is a German implementing organization which provides services worldwide in the field of international cooperation for sustainable development. GIZ has been working in Indonesia since 1975 and formally with ASEAN since 2009 on behalf of the German Federal Ministry for Economic Cooperation and Development (BMZ).

About the project

Circular Economy (CE) has emerged as a strategic priority in ASEAN's agenda for green and sustainable growth, as reflected in regional frameworks such as the Framework for Circular Economy for the ASEAN Economic Community (AEC), the Blue Economy Framework, and the ASEAN Regional Action Plan on Combatting Marine Debris.

ASEAN is a key partner in Germany's development cooperation in Asia, particularly in promoting regional approaches to climate action, sustainable economic development, and environmental protection.

As part of this cooperation, the German Federal Ministry for Economic Cooperation and Development (BMZ) has commissioned GIZ to implement the regional project Promoting Trade-Related Aspects of the Circular Economy in ASEAN (TRACE). The project supports ASEAN and its Member States (AMS) in operationalising the ASEAN Circular Economy Framework and strengthening enabling conditions, regulatory development, and regional cooperation in trade-related aspects.

In parallel, the regional project "Reduce, Reuse, and Recycle to Protect the Marine Environment" (3RproMar II) which focuses on marine litter prevention is expected to start in January 2026 and will continue supporting ASEAN and AMS in enhancing policy, institutional, and technical capacities to address marine litter and transboundary waste challenges. Building on its first phase, 3RproMar II will strengthen regional coordination, support evidence-based policymaking and foster cooperation with the private sector related to waste management and circular economy. The project will promote capacity development and strengthen linkages between regional frameworks and national implementation.

In this context, both projects will be implemented through an integrated approach that leverages synergies and shared expertise. The announced position will contribute to both initiatives to provide partners well-coordinated advisory services.

To support this work, GIZ is currently recruiting one (1) Indonesian candidate for the following position:

Advisor on Project Management

(Job Title in the SAP: Advisor)

A. Tasks & Responsibilities

The advisor is responsible for:

- Develop, implement and coordinate efficient Project Management processes within the project team(s) including operational planning, project progress monitoring, risk management and impact evaluation according to GIZ standards
- Ensure synchronization between planning and budgeting systems
- Develop and optimize Monitoring and Evaluation (M&E) system in the area of waste management and circular economy in line with GIZ requirements, ensuring gender-sensitive monitoring and milestone development
- Support the project teams in the development of results Chains/Models, Capacity Development Strategies, Stakeholder Maps, Process maps and facilitating regular reviews
- Analyzing and processing collected data and qualitative assessments and ensuring its possibilities to integrate relevant findings into project/programme relevant strategies and interventions
- Support project planning by developing and designing concepts, strategies, and ensuring implementation according to GIZ standards in close cooperation with partners
- Coordination of project activities with national teams in the focal countries to align activities and to achieve objectives and indicators
- Build capacity and train team members on M&E following GIZ quality criteria, including implementing GIZ Capacity Works instruments
- Prepare the procurement of goods and services, including e.g. Terms of Reference, budget estimation and manage consultancy contracts
- Review project outputs to ensure quality, and support the timely achievement of objectives and indicators
- Contribute to project progress and monitoring reports, identify bottlenecks, and recommend alternative management options to the project responsible manager.

The brief profile is not intended to provide a full and complete description of the tasks.

B. Required qualifications, competencies and experience.

- Bachelor//BSc/similar degree in (Circular) Economy, Waste Management, Political Science, Economics, or similar
- At least 5 years' professional experience in a comparable position
- Thorough conceptual and practical understanding in the field of Project Management and Result Based Monitoring
- Ability to work independently and to take up responsibility for assigned Programme/Project activities without supervision
- Accuracy, care for detail and having comprehensive overview to research
- Strong ability to analyse and use data for effective communication on impact and results of the project
- Flexibility to travel in Indonesia and the ASEAN region
- Excellent organisational skills; efficiency, and high-quality delivery of all work-related output; results and performance orientation
- High work ethics, reliability and self-motivation, proactivity, and ability to handle multiple simultaneous assignments with competing priorities under the condition of tight time schedules and fixed deadlines, attention for details
- Good intercultural and social competences, confident dealing with high-ranking (government) representatives of the regional, national and local partners
- Excellent interpersonal skills, ability to work in a team
- Very good working knowledge of IT and communication technologies and relevant computer applications (e.g., MS Office)
- Fluency in English (written and spoken) is required.

How to apply:

Please submit your motivation letter and comprehensive resume (including training and list of references) to recruitment-indo@giz.de by **December 16th, 2025**, with subject line **TRACE & 3RproMar2 – Advisor on Project Management**.

Please name your file as follow format:

[Your Complete Name]_[Motivation Letter/CV/Latest Education Certificate] (i.e: **Nakula Sadewa_CV** or **Nakula Sadewa _Motivation** or **Nakula Sadewa Education Certificate**) – *the attachments are not more than 300 KB.*

Only short-listed candidates will be notified.