



Ministry of Finance and Planning

REQUEST FOR EXPRESSIONS OF INTEREST (REOI)

COUNTRY: **Republic of South Sudan**
NAME OF PROJECT: **Public Financial Management and Institutional Strengthening Project**
PROJECT ID: **P176761** Grant No.: **IDA-D977-SS**
Assignment Title: **Finance Officer**
Reference No.: **SS-MOFP-365528-CS-INDV**
Place of assignment: **Juba, South Sudan**
Closing Date: **21st July, 2023**

1. Background

The Government of South Sudan, through the Ministry of Finance and Planning (MoFP) has received grants from the World Bank (WB) towards the cost of implementing the following; (i) Public Financial Management and Institutional Strengthening Project (PFMIS), and (ii) Enhancing Community Resilience and Local Governance Project Phase II (ECRP II).

A Project Management Unit (PMU) has been established within MoFP and charged with the primary task of project management and overseeing the performance of consultants, contractors and service providers, stakeholder outreach and communications, fiduciary and procurement management, community engagement and risk management related to social and environmental safeguards, fiduciary oversight. The PMU is shared with the two World Bank funded projects (PFMIS Project and ECRP-II with shared functions of financial management (FM), procurement, Environmental and Social (E&S) risk management, communications, and monitoring and evaluation (M&E).

The Ministry of Finance and Planning is seeking to use a portion of the PFMIS Project grant to finance the position of a Finance Officer to support the Senior Financial Management Specialist in the overall financial management of the projects under the purview of the PMU.

.2. Scope of Work and Responsibilities:

The Finance Officer shall have the following responsibilities:

Issue receipts, prepare Payment Vouchers and properly maintain all financial management records; Maintenance of Advance Payments Register and monitoring of advances issuance and settlement processes; Prepare and maintain the IDA withdrawal Applications Register, Fixed Assets Register, register of imports, and other subsidiary ledgers and updates; promptly; Prepare and maintain accounting transactions; Prepare periodic financial reports, (i.e., monthly, quarterly, annually) in the format approved by the Bank; Support the preparation of the Project annual budget and work plan; maintain, develop and update the Financial Procedures Manual on a regular basis;; Preparation of Bank Reconciliation statements for the project accounts; Carry out other

duties/special assignments as may be delegated by the Project Managers and/or Financial Management Specialist.

The Consultant will be required to undertake all tasks and deliver the outputs detailed in the Terms of Reference (TOR) that will be provided upon request through the email contact below.

3. Selection Criteria:

Selection shall be based on qualification and experience of the candidate and followed by an interview. The qualification and experience required for shortlisting include:

- A degree or equivalent in Accounting/Financial Management or relevant discipline.
- Full or final stage of chartered accounting qualification with internationally recognized accounting professional bodies.
- Minimum of 5 years of financial management and working experience of donor-funded development assistance projects.
- Prior financial management experience of World Bank- funded projects is highly desirable.
- Computer literacy with strong proficiency of using Excel spreadsheets.
- Working experience in South Sudan or similar environment will be an added advantage;

The shortlisted candidates will be invited for oral interview. Consultant will be required to possess the skills and competences listed in the TOR.

Government officials or civil servants will not be considered unless: (i) they are on leave of absence without pay or have resigned or retired six months prior to the date of the advert; and (ii) their employment will not create Conflict of interest.

4. Duration:

Duration of the assignment is 24 months, renewable based on satisfactory performance and availability of funds.

5. The attention of interested individual consultants is drawn to Section III, paragraphs 3.14, 3.16 and 3.17 of the World Bank's 'Procurement Regulations for IPF Borrowers' July 2016 revised November 2017, July 2018 and November 2020 [Procurement in investment Project Financing; Goods, Works, Non-Consulting and Consulting Services], setting forth the World Bank's policy on conflict of interest

6. A Consultant will be selected in accordance with the Individual Consultants Selection method set out in the World Bank's Procurement Regulations.

7. The MoFP now invites eligible Individual Consultants to indicate their interest in providing the above-mentioned services. Interested consultants must provide information indicating that they are qualified to perform the services and furnish the Curriculum Vitae (CV) in the prescribed form that will be provided with the TOR upon request through the e-mail given below.



8. Submission of Applications and deadline:

Interested Consultants may obtain further information including a detailed TOR and the format for the CV from the below email.

An Expressions of Interest (EOI) and CV in the prescribed format with 3 reference persons must be sent to: procurement.pfmis@gmail.com or delivered by hand on or before **21st July 2023 at 17:00 Hours (Juba local time)**

The package must be clearly marked as “**Application for Finance Officer**” and submitted to the email address below.

**Project Manager (PFMIS)
Project Management Unit,
Ministry of Finance & Planning
Location: Local Government House (Opposite Bank of South Sudan)
Juba, Republic of South Sudan**

Email: procurement.pfmis@gmail.com



**SOUTH SUDAN NATIONALS AND/OR FEMALE CANDIDATES ARE
ENCOURAGED TO APPLY**



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