

Title	Executive Director
Vacancy Number	VA - AFG/THRCP/NRA/MOT 177/2020
Ministry	Ministry of Transport (MOT)
Organization	Nation Road Authority (NRA)
Department	Trans Hindukush Road Connectivity Project (THRCP)
Duty Station	Afghanistan, Kabul
City	Kabul
Duration	2 Years With Possibility of Extension
No of Jobs	1
Nationality	Afghan
Sex	Male/Female
Salary Range	According to NTA Salary Scale (A)
Announcing Date	22 – Feb – 2020
Closing Date	6 – March – 2020
Job Type	Engineering
Shift	Full Time
Job Status	Sourcing
Experience	12 Years

Background:

Improving Afghanistan's infrastructure is essential for accelerating economic growth and poverty alleviation. Despite very significant investment during the past decade, the country requires much additional investment in transport infrastructure to ensure basic service delivery and enhance the quality of life of its growing population, and also to reduce constraints on market access, regional trade and economic growth. The functioning of Afghanistan's economy and the country's national integration depend to a large degree on reliable road connections across the Hindukush mountain range, which stretches from the northeast of Afghanistan to the center of the country and thereby establishes a physical barrier between the two key economic regions which are also the most highly populated areas.

The Government of Afghanistan has obtained funding of US\$ 250 million from the World Bank (International Development Association – IDA) to develop, fund and help manage a project to ensure reliable trans-Hindukush connectivity. This objective will achieve through (i) rehabilitation of the 86 km Salang Pass and development of the 152 km Baghlan to Bamyán (B2B) road to become a viable alternative to the Salang Pass, and (ii) to establish suitable arrangements for the management, maintenance and operation of those two roads. The objective of this project can only be achieved through an integral project which combines the above-mentioned elements.

The THRCP project is being delivered by a government led Project Management Team (PMT) and a new Construction Supervision Unit (CSU) has been set up to undertake site supervision of all associated contracts. In parallel, the client has also appointed an international Implementation Consultant (IC) team to provide advisory services and support in delivering the project.

On behalf of MoT, the PMT, THRCP is looking for a qualified Executive Director to manage and oversee the THRCP Project Management Team.

Purpose and Scope of Assignment:

The Executive Director (ED) for THRCP project will play a strong role in understanding and responding to the infrastructure provisioning challenges in Afghanistan in support of its stability and security. The key outputs will be to get results on the ground on time and on budget.

S/he will be responsible for leading and managing the Project Management Team (PMT) of the project. The ED will manage a multidisciplinary team of Afghani and international staff, lead the mobilization of additional resources on behalf of MoT, and contribute to the Government of Afghanistan's social, economic and environmental objectives as expressed in the Afghanistan National Development Strategy (ANDS). The ED will ensure that World Bank financial and other resources are managed and used appropriately and effectively. The ED will be accountable to the Minister of Transport, or his designee.

S/he will carry out the following main, but not limited, duties and responsibilities.

Provide overall leadership to the PMT

- (a) Represent PMT in interactions with other Government entities, external parties, and donors;
- (b) Update and expand the current program for implementation, in liaison with the Inter-Ministerial Steering Committee and MoT, especially the Chief Engineer of the MoT National Road Authority (NRA), the National Procurement Authority (NPA), the Ministry of Urban Development & Labour (MoUDL), Provincial Government, and the Ministry of Finance (MoF);
- (c) Ensure and be directly responsible for the timely execution of the assigned tasks and projects under responsibility of PMT;
- (d) Ensure and be directly responsible for the availability, upkeep and optimal use of the requisite technical, financial and human resources of PMT;
- (e) Assist the Ministry in formulating and executing a comprehensive Capacity Development Plan for the NRA which references and builds on the THRCP implementation experience;
- (f) Consolidate and be responsible for timely submission to the MoT of detailed Business Plans (Work Plans) and budget on a yearly basis and monitor those regularly.
- (g) Carry out detailed staff performance evaluation, on yearly basis, discuss the findings and provide the strategic advises, leadership and team spirit to his staff.

Manage PMT and Project finances

- (h) Responsible directly to develop annual budgetary estimates for both recurrent and capital expenditure to be included in the overall MOT fiscal budget.
- (i) Responsible to prepare Annual Budgets and rolling financial schedules;
- (j) Responsible for keeping appropriate accounts and take necessary action to ensure their updating and reconciliation;
- (k) Work closely with the MOT and the Ministry of Finance to facilitate resolution of challenges to project implementation and other operational issues;
- (l) Provide required financial reports in format applicable to GIROA and the World Bank for their monitoring and oversight;

Manage Project Procurement

- (m) Coordinate with NPA to develop appropriate procurement strategy and plan/s for the Project complying with national rules and international standards and practices;
- (n) Monitor all ongoing procurements and report transparently and timely impact on project schedule;
- (o) Responsible to develop terms of reference for all consultancy services, including preparation of draft contracts for their signature;
- (p) Plan and oversee all pre-award activities related to procurement under the project;

Monitor and Supervise implementation of THRCP

- (q) Responsible for update MoT management information systems and regular report as per the project's results framework;
- (r) Ensure environmental and social safeguards compliance of the project including timely preparation and implementation of Resettlement Action Plans;
- (s) Manage the Design Unit to ensure that project designs are robust, fit-for-purpose, and are in compliance with adopted national and international standards for the project.
- (t) Monitor the performance of consultants and contractors in compliance with specified quality standards and procedures, including providing feedback on contract deliverables and ensuring timely receipt and approval of invoices for payment;
- (u) Manage the IC contract to ensure timely deployment and de-mobilization of key staff and service delivery as per agreed plans and provide regular feedback on contract deliverables;
- (v) Identify and eliminate bottlenecks in the implementation of THRCP;
- (w) Participate in THRCP review meetings;
- (x) Report, as required, to the MoT on physical and financial progress, constraints and proposed solutions;
- (y) Collaborate with the Auditor General in reviewing project accounts and performance;
- (z) Develop and submit Quarterly Reports on all aspects of project operations and finances;
- (aa) Develop and submit an Annual Report and Accounts, in accordance with the financing Agreement;
- (bb) Develop plans for provision of security services to the entire project in coordination with the Ministry of Interior;

Manage PMT human resources

- (cc) Manage and contribute to professional development of PMT staff, by assisting with professional development plans, conducting annual performance reviews;
- (dd) Promote confidential sharing;
- (ee) Provide direct feedback;
- (ff) Share experience and knowledge;
- (gg) Guide, counsel, and coach staff on their assigned work; and
- (hh) Meet them regularly.

Qualifications and Experience:

a. Education

- Bachelor's Degree in civil engineering
- Master Degree will be preferred.

b. Work Experience

- Minimum 12 years of experience in infrastructure operations or managing infrastructure projects.
- Proven personal experience in contract management and administration, planning and programming of capital and maintenance works.
- Sound working knowledge of the contracting methodologies and contract formats, such as DBMOT, DBT, DFBT, OPRC and FIDIC, is required.
- Management experience with donors' operations, specifically the World Bank, shall be a distinct advantage;
- Proven ability to deal successfully with diverse groups of stakeholders
- Proven ability to deal with ambiguity, conflicting priorities and substantial workload
- Strong analytical and drafting skills required (supported with relevant reports if and when requested)
- Excellent oral, written, and structured presentation skills with the ability to address a wide variety of leadership, governmental, business, technical and/or beneficiary audiences
- Demonstrated experience in working on multiple and/or complex assignments and managing conflicting work schedules
- Familiarity with knowledge/information management systems
- Excellent knowledge of both written and oral English is required

c. Key Competencies

- Comprehension of the typical transport infrastructure project challenges including procurement, contract management, quality control, and safeguard compliance.
- Ability to guide and motivate multidisciplinary team of specialists;
- Proven knowledge of donor partners' operational policies and business practices.
- Demonstrated attention to detail, good organizational and planning skills.
- Strong work ethics and ability to work on multiple projects and ability to meet multiple deadlines.
- Excellent problem solving, decision-making and negotiation skills.
- Excellent interpersonal, communication, and presentation skills.
- Demonstrated excellent language skills / fluency in Dari/Pashto essential and sound written and oral communication skills in English also required.
- Excellent computer skills (MS Windows and MS Office standard package) and in-depth knowledge in planning, monitoring, evaluation and reporting.
- Proven ability to work effectively in a multi-cultural environment.

• Employment Contract Format

- The ED will be employed on contract on 2 years' basis, with a renewal for additional year/s pending successful operation and full compliance with the objectives and tasks under the contract.

- The contract format under which the ED will be engaged is a performance based contract, based on fulfillment of indicators, attached to the TOR, which will be reviewed in the first year of engagement on a semi-annual basis, and thereafter on yearly basis, by the Minister of MoT. In case that the individual has not meet the required criteria, s/he will be informed accordingly and given a grace period of 2 months to improve, after which, if no acceptable results are achieved, the contract will be terminated.

4. Monitoring and Progress Controls

KPI shall be monitored regularly (at the minimum on half yearly basis) and might evolve, and be updated and changed, as required based on mutual agreement. The performance shall be rated satisfactory, moderately satisfactory, moderately unsatisfactory, and unsatisfactory (with matching assigned values) as outlined in the following table. For satisfactory performance, the staff is expected to achieve an overall 75 (or higher) rating.

Rating	Description	Assigned value
Satisfactory	The outputs meet the assigned quality standards and is timely.	100
Moderately Satisfactory	The outputs usually meet assigned quality standards and is mostly on time with inconsequential delays.	75
Moderately Unsatisfactory	The outputs usually have to be revised and are mostly received with delays.	60
Unsatisfactory	The quality of the outputs is below par and frequent delays impact on overall project performance,	40

Required Documents:

- Copy of verified Bachelor Degree by Ministry of Higher Education
- Copy of verified Master degree by Ministry of Higher Education
- Copy of verified Afghan ID Card (Tazkera)
- Copy of verified last Posting Contract
- Certificate's and Appreciation Letter's

Submission Guideline:

Qualified candidates may submit their application, including a letter of interest, complete Curriculum Vitae, via Email Address: vacancies@thrcp.gov.af. Kindly indicate the vacancy number (**VA – AFG/THRCP - NRA/MOT 177/2020**) and the post title (**Executive Director**) in the subject line when applying by email.

Only short-listed candidates will be notified

"Women are highly encouraged to apply"

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