



Ministry of Finance and the Public Service
STRATEGIC PUBLIC SECTOR TRANSFORMATION PROJECT

REQUEST FOR CURRICULUM VITAE

Country: Jamaica
Procurement Entity: Ministry of Finance and the Public Service (MOFPS)
Project Name: Support to the Public Sector Transformation Programme
Sector: Reform/Modernization of the State
Project #: JA-L1073 | 4374/OC-JA

PROJECT POSITION	DESCRIPTION	PROJECT POSITION	DESCRIPTION
ICT Strategy Consultant for the Child Protection and Family Services Agency (CPFSA)	The Child Protection & Family Services Agency (CPFSA), an Executive Agency under the portfolio of the Ministry of Education, Youth and Information (MOEYI), is seeking a Strategic ICT Expert to develop its ICT Strategy. The purpose of this initiative is to assess existing capabilities, identify gaps, explore and propose new opportunities through which ICT could be utilized to support the organization's modernization plan.	Administrative Officer TIU	The primary responsibility of the Administrative Officer is to provide comprehensive administrative support services in the Project Executing Unit. The selected candidate will also be responsible for supporting the implementation of activities linked to the fiduciary team so as to ensure the effective and efficient management of the Procurement and Finance Units. He/she will be expected to prioritize tasks and organize work independently based on the general direction of the Finance and Administration Manager. The incumbent will be integrally involved in supporting the resolution of bottlenecks and will be a reference point for administrative matters within the Unit.
Business Analyst for the Fisheries Division (MICAF)	The Fisheries Division of the Ministry of Industry, Commerce, Agriculture, and Fisheries is seeking a Business Analyst to support the development of requirements for and the implementation of a new licensing and registration system for the Fisheries Division that is aligned with business strategies and the needs of stakeholders.		Terms of Reference Writing Expert

Procurement Method:

The individual will be selected using the Selection Based on Comparison of Qualification of National Individuals (QCNI) methodology, 3CVs and procedures and in accordance with the Policies for the Selection and Contracting of Consultants Financed by the Inter-American Development Bank (GN-2350-9) and the Government of Jamaica's "Handbook of Public Sector Procurement Procedures."

Contact Information:
Procurement Specialist
Public Sector Transformation Programme, MOFPS
6 Saxthorpe Avenue, Kingston 8
Tel: 876-383-0281
procurement@transformation.gov.jm

Terms of Reference

The Terms of Reference document is available on the MoFPS and OPM websites at www.mof.gov.jm and www.opm.gov.jm, respectively.

Deadline for submission:

Interested persons should forward their applications and curricula vitae **NO LATER THAN May 27, 2019** to the

Procurement Specialist
Public Sector Transformation Programme
Ministry of Finance and the Public Service
Email: procurement@transformation.gov.jm

We thank all interested persons for applying; however, please note that only shortlisted applicants will be contacted. The Ministry of Finance and the Public Service reserves the right to withdraw this invitation without providing reasons at any time before the indicated deadline for application.