

Vacancy Announcement

The Government of Mongolia has received a loan from the ordinary capital sources of Asian Development Bank (ADB) and grants from the Strategic Climate Fund and Japan Fund for the Joint Crediting Mechanism toward the cost of the Upscaling Renewable Energy Sector Project. The Ministry of Energy (MOE) of Mongolia, the project Executing Agency, is now recruiting qualified specialists under the project management unit (PMU). For more information about the project please visit below link. <https://www.adb.org/projects/50088-002/main>

Monitoring and Evaluation Officer

Contract Period: 50 person-months

Monitoring and Evaluation officer will assist the procurement manager in all his/her duties for the project.

Qualifications:

Monitoring and Evaluation officer in procurement and contract management should have as a minimum a university degree in management, accounting, or related field with extensive demonstrated knowledge of procurement systems and processes. He or she should have at least 5 years of experience in procurement of civil works, goods and services in Mongolia preferably on ADB projects or other international agencies. Knowledge of ADB or other international donor organization procurement guidelines and procedures will be required. English language proficiency will be an advantage.

Required Documents:

- Cover letter;
- CV prepared in accordance with ADB format;
- Copies of relevant certificates;
- Photocopy of citizenship ID;
- Evidence of Language proficiency i.e. IELTS, TOEFL score if possible; and
- Recommendation letter from previous employer.

Application Deadline: 4.00 PM, February 22, 2019

Application submission:

Room No. 212

Renewable Energy Division

Ministry of Energy

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