



REPUBLIC OF SERBIA
MINISTRY OF LABOUR, EMPLOYMENT, VETERAN AND SOCIAL AFFAIRS
COMPETITIVENESS AND JOBS PROJECT
Loan No. 8528 YF

REQUEST FOR EXPRESSIONS OF INTEREST FOR INDIVIDUAL CONSULTANCY SERVICES

Specialist for Public Employment Services (PES) Processes and Methodologies

Republic of Serbia was granted a loan of the International Bank for Reconstruction and Development to improve the competitiveness and employment toward the cost of the Competitiveness and Jobs Project (Project) and intends to apply part of the proceeds to payments for individual consultancy services under this Project.

Ministry of Labour, Employment, Veteran and Social Affairs of the Republic of Serbia (MoLEVSA) needs to engage (contract) one Specialist on Public Employment Services (PES) Processes and Methodologies.

BACKGROUND

The Project aims to improve the effectiveness and coordination of selected public programs to alleviate constraints to competitiveness and jobs, including investment and export promotion, innovation, active labour market programs, labor intermediation, and activation of social assistance beneficiaries. The Project implements 4 institutions — Public Policy Secretariat, the Ministry of Economy (plus its development agencies), Ministry of Education, Science and Technological Development, and **Ministry of Labor, Employment, Veteran and Social Affairs**. The central institution responsible for coordination of the Project is Public Policy Secretariat (PPS) with the assistance of Project Implementation Unit (PIU) established in PPS, as a technical coordination unit of the Project. PPS coordinates the gathering and processing of the results of monitoring, reporting, fiduciary functions and safeguard procedures in close cooperation with the institutions participating in the Project.

MoLEVSA is responsible for achieving results within Component 4 of the Project. This component supports implementation of the programme through:

- Enhancing the effectiveness of National Employment Service (NES) labor intermediation services,
- Improving the effectiveness of active labour market policies (ALMPs) through,
- Facilitating transition of social assistance beneficiaries into formal jobs.

OBJECTIVE OF THE ASSIGNMENT

The overall objective of this contract is to provide assistance and support on public employment services (PES) processes and methodologies to the Ministry of Labour, Employment, Social and Veteran Affairs of the Republic of Serbia in the smooth implementation of the Component 4 of the Loan.

SCOPE OF WORK

- Review and assess the current client service providing system implemented within the NES in order to determine its scope, range and quality and how this system can be improved in coordination and cooperation with the Lead Expert for PES Processes and Methodologies.
- Review and assess the current profiling system implemented within the NES in order to determine its scope, range and quality and how this system can be improved based on the procedures and tools prepared by the Lead Expert for PES Processes and Methodologies.
- Review and assess the current client service provision system implemented within the NES in order to determine counselling services and profiling methods that are currently provided by the NES to unemployed, services provided to employers and how these services can be improved based on the procedures and tools prepared by the Lead Expert for PES Processes and Methodologies.
- Identify to what extent the profiling system is in the line with the needs and constraints of counsellors while assisting and supporting the Lead Expert for PES Processes and Methodologies.
- Identify to what extent mediation services provided to employers are in the line with the needs of employers and elements from the job vacancy/job advertisement while assisting and supporting the Lead Expert for PES Processes and Methodologies.
- To support the Lead Expert for PES Processes and Methodologies in identifying to what extent the profiling system is in the line with the needs of the final beneficiaries.
- To support the Lead Expert in review and assessment of the current NES staff planning system in order to determine how this system can be improved.
- To assist Lead Expert for PES Processes and Methodologies in organisation of consultations with the representatives of the unemployed.
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EXPERIENCE AND QUALIFICATIONS

- Graduate academic degree in economy, sociology, law, business or any other related fields (where a university degree has been awarded on completion of a minimum of four years of study in a university or equivalent institution) or 5 years of general experience above the minimum general professional experience requested.
- Excellent command of English and Serbian languages.
- Excellent analytical skills.
- Excellent communication, organisation, and teamwork skills.
- Advanced computer skills.
- Minimum 5 years of general post-graduate professional experience.
- Previous work on reforming public employment services.
- Minimum of three (3) years of experience working for international organisations.
- Minimum one (1) year of post-graduate professional experience in advising public institutions in effectively addressing the needs of vulnerable and socially-excluded populations.

TIMING AND DURATION

Specialist on Public Employment Services (PES) Processes and Methodologies will be engaged part-time for 10 working days per month (tentatively), for a total of 80 working hours per month, until 30 June 2019.

The Internal Working Group within the MoLEVSA will administer the Contract in cooperation with the Public Policy Secretariat of the Republic of Serbia. The MoLEVSA now invites eligible individual consultants to indicate their interest in providing the services.

The individual consultants will be selected in accordance with the procedures set out in the World Bank's *Guidelines: Selection and Employment of Consultants under IBRD Loans and IDA Credits & Grants by World Bank Borrowers January 2011 Revised July 2014*

Interested and eligible individual consultants for this position should send expression of interest, together with information on relevant experience and CV, by e-mail (with the exact title of the position in the "Subject" of the e-mail) to the contact information listed below.

Expressions of interest must be delivered by e-mail by 19 August 2016, 13:00hrs, local time.

Contact:

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